

**Roundtable on Sustainable Palm Oil Certification  
R S P O**

**[ ✓ ] Mill Supply Chain Extension Scope Verification**

Name of Management Organisation : Gunung Aru Palm Oil Mill, PT Bersama Sejahtera Sakti subsidiary of Sime Darby Plantation Bhd

Plantation Name : PT Bersama Sejahtera Sakti : Gunung Aru Estate, Gunung Kemasan Estate, Laut Timur Estate and Pantai Timur Estate.

Location : Betung Village, Sub District of Pulau Laut Timur, District of Kotabaru, Province of South Kalimantan, Indonesia

Certificate Code : **MUTU-RSPO/005**

Date of Certificate Issue : 21 October 2016      Date of License Issue : 21 October 2017

Date of Certificate Expiry : 20 October 2021      Date of License Expiry : 20 October 2018

| Assessment    | Assessment Date   | PT. Mutuagung Lestari Auditor | Reviewed by    | Approved by |
|---------------|-------------------|-------------------------------|----------------|-------------|
| Special Audit | 16 to 17 May 2018 | Octo H.P.N. Nainggolan        | Taufik Margani | Ardiansyah  |

| Assessment    | Approved by MUTUAGUNG LESTARI on: |
|---------------|-----------------------------------|
| Special Audit | 12 June 2018                      |

### TABLE OF CONTENT

#### FIGURE

|   |   |
|---|---|
| Figure 1. Location Map of PT Bersama Sejahtera Sakti    | 3 |
| Figure 2. Operational Map of PT Bersama Sejahtera Sakti | 4 |

|                    |   |
|--------------------|---|
| Abbreviations Used | 5 |
|--------------------|---|

#### 1.0 SCOPE of the CERTIFICATION ASSESSMENT

|   |    |
|---|----|
| 1.1 Assessment Standard Used              | 6  |
| 1.2 Organisation Information              | 6  |
| 1.3 Type of Assessment                    | 6  |
| 1.4 Location of Mill and Plantations      | 6  |
| 1.5 Description of Area Statement         | 7  |
| 1.6 Planting Year and Cycles              | 7  |
| 1.7 Description of Mill and Supply Base   | 8  |
| 1.8 Estimate Tonnage of Certified Product | 9  |
| 1.9 Other Certifications                  | 9  |
| 1.10 Time-Bound Plan                      | 10 |

#### 2.0 ASSESSMENT PROCESS

|  |    |
|--|----|
| 2.1 Assessment Team  | 16 |
| 2.2 Assessment Methodology, Assessment Process and Locations of Assessment | 16 |
| 2.3 Determining Next Assessment  | 16 |

#### 3.0 ASSESSMENT FINDINGS

|   |    |
|---|----|
| 3.1 Summary of Assessment Report of Supply Chain Requirement        | 17 |
| 3.2 Identification of Findings, Corrective Actions and Observations | 35 |

#### 4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

|   |    |
|---|----|
| 4.1 Formal Signing of Assessment Findings | 39 |
|---|----|

#### APPENDICES

|                       |    |
|-----------------------|----|
| 1. Assessment Program | 40 |
|-----------------------|----|

Figure 1. Location Map of PT Bersama Sejahtera Sakti

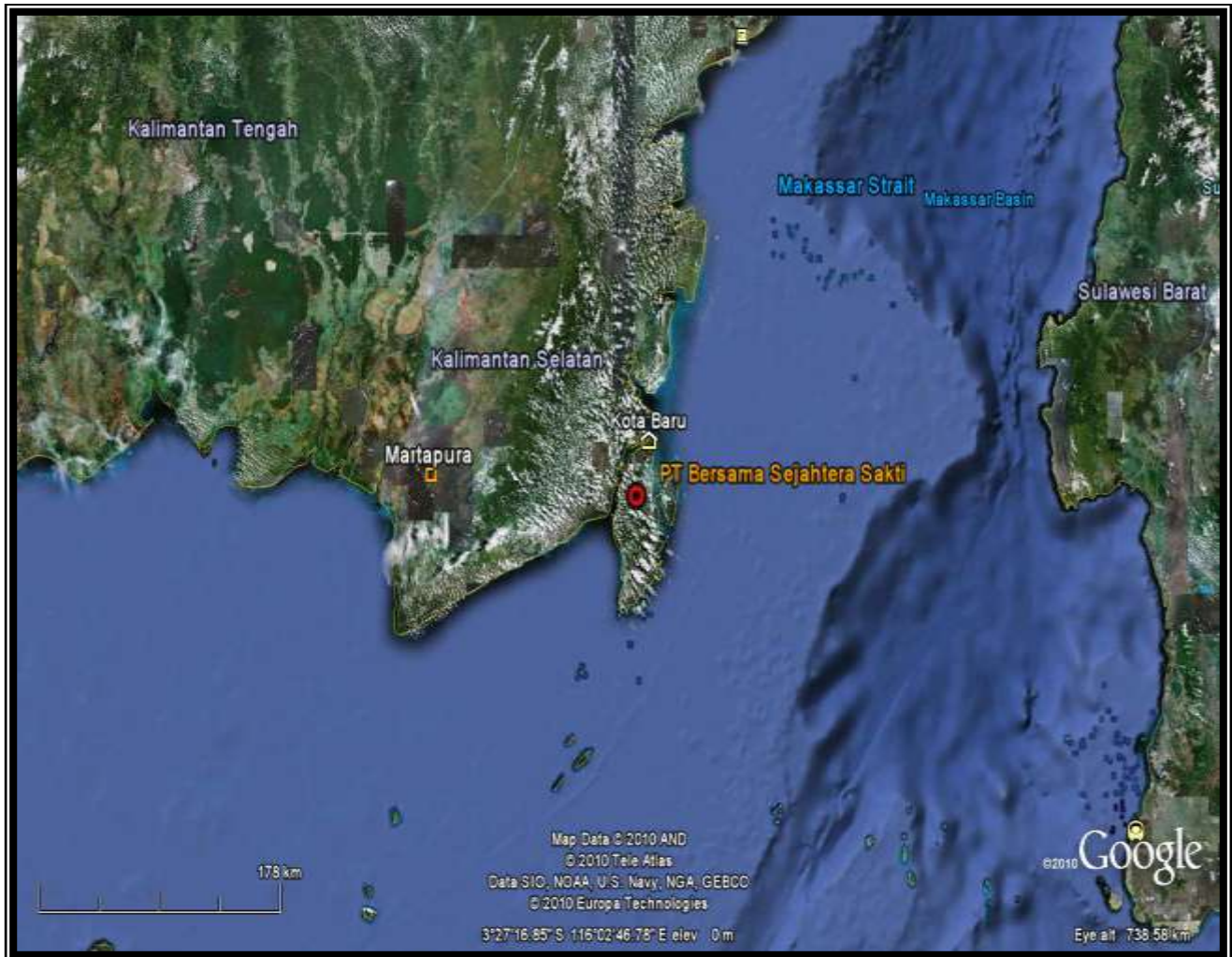
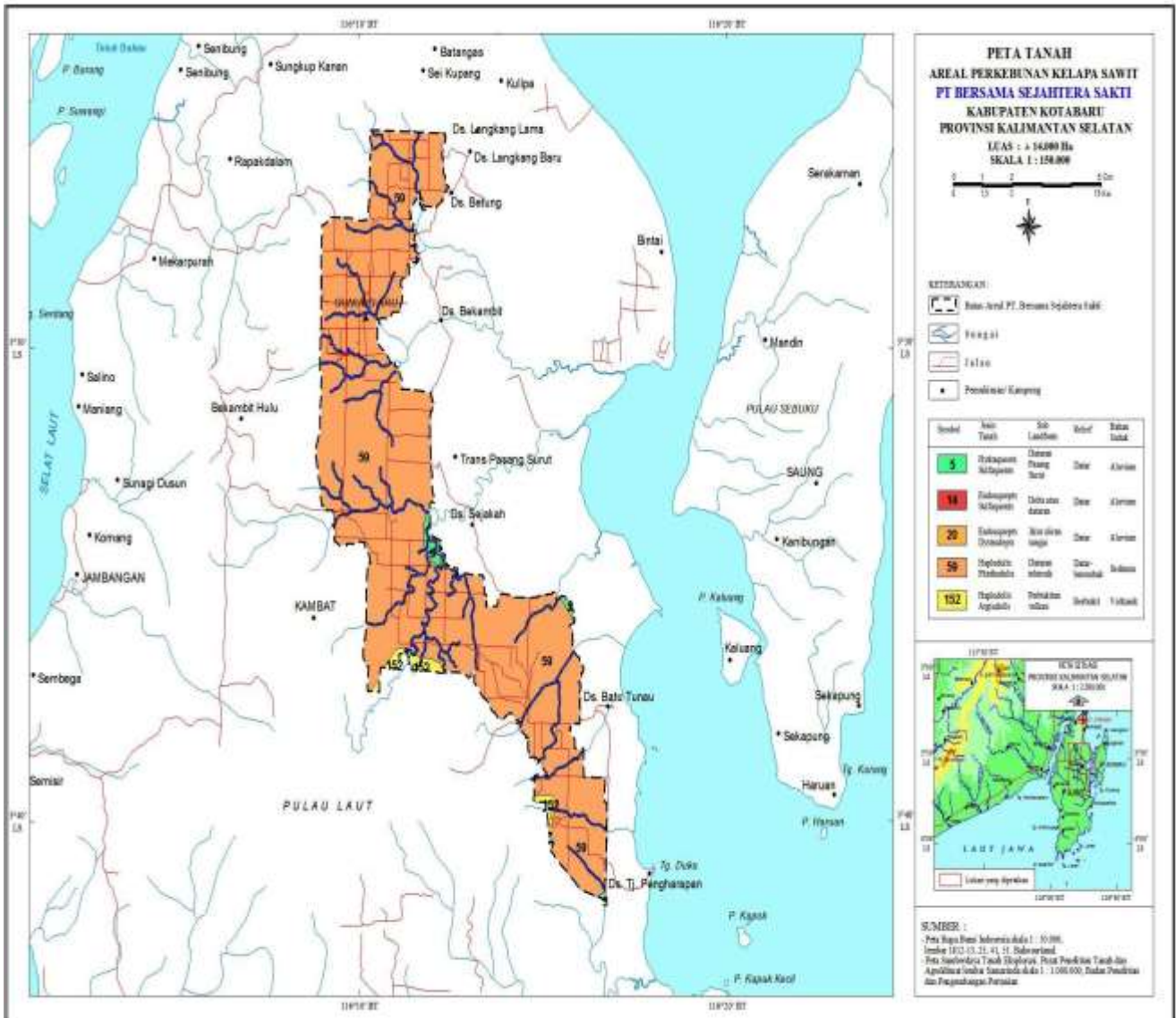


Figure 2. Operational Map of PT Bersama Sejahtera Sakti



**Abbreviations Used**

|      |   |  |
|------|---|--|
| ASA  | : | Annual Surveillance Assessment                 |
| CPO  | : | Crude Palm Oil                                 |
| DO   | : | Delivery Order                                 |
| FFB  | : | Fresh Fruit Bunch                              |
| IP   | : | Identity Preserved                             |
| ISCC | : | International Sustainable Carbon Certification |
| MB   | : | Mass Balance                                   |
| P&C  | : | Principle and Criteria                         |
| PK   | : | Palm Kernel                                    |
| POM  | : | Palm Oil Mill                                  |
| RSPO | : | Roundtable on Sustainable Palm Oil             |
| SOP  | : | Standard Operational Procedure                 |
| SCCS | : | Supply Chain Certification System              |

|            |   |  |   |
|------------|---|--|---|
| <b>1.0</b> | <b>SCOPE of the CERTIFICATION ASSESSMENT</b>  |  |   |
| <b>1.1</b> | <b>Assessment Standard Used</b>   |  |   |
|            | <ul style="list-style-type: none"> <li>• <i>RSPO Supply Chain Certification Standard for Organization seeking for holding certification adopted by the RSPO Board of Governor on 21 November 2014, revised on 14 June 2017 (Modul D/E for CPO Mill)</i></li> <li>• <i>RSPO Supply Chain Certification System, November 2014 (revised on 14 June 2017).</i></li> </ul> |  |   |
| <b>1.2</b> | <b>Organisation Information</b>   |  |   |
| 1.2.1      | Organisation name listed in the certificate   | PT Bersama Sejahtera Sakti subsidiary of SIME DARBY PLANTATION BHD   |   |
| 1.2.2      | Contact person  | Tang Men Kon   |   |
| 1.2.3      | Organisation address and site address   | <ul style="list-style-type: none"> <li>• Company RSPO Registered:<br/>The Plaza Office Tower Lantai 36<br/>Jl MH Thamrin Kav. 28-30<br/>Jakarta 10350</li> <li>• Site:<br/>Betung Village, Sub District of Pulau Laut Timur,<br/>District of Kotabaru, South Borneo</li> </ul> |   |
| 1.2.4      | Telephone   | +62-21-29926000  |   |
| 1.2.5      | Fax   | +62-21-29922686  |   |
| 1.2.6      | E-mail  | <a href="mailto:mohamad.pirabaharan@simedarby.com">mohamad.pirabaharan@simedarby.com</a>   |   |
| 1.2.7      | Web page address  | <a href="http://www.simedarby.com">www.simedarby.com</a>   |   |
| 1.2.8      | Management Representative who completed the application for certification   | Mohamad Pirabaharan<br>(Head of PSQM Minamas Plantation)   |   |
| 1.2.9      | Registered as RSPO member   | 1-0008-04-000-00 – 07 September 2004   |   |
| <b>1.3</b> | <b>Type of Assessment</b>   |  |   |
| 1.3.1      | Scope of Assessment and Number of Management Unit   | <b>PT. Bersama Sejahtera Sakti</b> <ul style="list-style-type: none"> <li>• One (1) unit Palm Oil Mill – Gunung Aru POM and four (4) units supply base – Gunung Aru Estate, Gunung Kemas Estate, Laut Timur Estate, Pantai Timur Estate.</li> </ul>                            |   |
| 1.3.2      | Type of certificate   | Single   |   |
| <b>1.4</b> | <b>Locations of Mill and Plantation</b>   |  |   |
| 1.4.1      | Location of Mill  |  |   |
|            | <b>Name of Mill</b>   | <b>Location</b>  | <b>Coordinate</b>                       |
|            |   |  | <b>Latitude</b> <b>Longitude</b>        |
|            | Gunung Aru  | Betung Village, Sub District of Pulau Laut Timur, District of Kotabaru, South Kalimantan Province  | S<br>03° 29' 41"      E<br>116° 10' 00" |
| 1.4.2      | Location of Certification Scope of Supply Base  |  |   |
|            | <b>Name of Supply Base</b>  | <b>Location</b>  | <b>Coordinate</b>                       |
|            |   |  | <b>Latitude</b> <b>Longitude</b>        |
|            | Gunung Aru Estate   | Betung Village, Sub District of Pulau Laut   | S      E                                |

|  |  |   |   |                   |                     |               |
|--|--|---|---|-------------------|---------------------|---------------|
|  |  | Timur, District of Kotabaru, South Kalimantan Province  | 03° 30' 15"   | 116° 09' 47"      |                     |               |
| Gunung Kemasan Estate                    |  | Betung Village, Sub District of Pulau Laut Timur, District of Kotabaru, South Kalimantan Province | S<br>03° 31' 48"  | E<br>116° 11' 00" |                     |               |
| Laut Timur Estate                        |  | Betung Village, Sub District of Pulau Laut Timur, District of Kotabaru, South Kalimantan Province | S<br>03° 35' 49"  | E<br>116° 12' 18" |                     |               |
| Pantai Timur Estate                      |  | Betung Village, Sub District of Pulau Laut Timur, District of Kotabaru, South Kalimantan Province | S<br>03° 36' 24"  | E<br>116° 13' 26" |                     |               |
| <b>1.5 Description of Area Statement</b> |  |   |   |                   |                     |               |
| 1.5.1                                    | Tenure   |   |   |                   |                     |               |
|  | • State  |   | <ul style="list-style-type: none"> <li>• <b>12,740,54 Ha</b> based on HGU Certificate No.22/HGU/BPN/92, No.9/HGU/BPN/2002, No.01-540.2-43-2003 and No.62/HGU/BPN/2004</li> <li>• HGU on process <b>± 764.8 Ha</b> (Has explained on criterion 2.2.1)</li> </ul> |                   |                     |               |
|  | • Community  | 0   | Ha  |                   |                     |               |
| 1.5.2                                    | <b>Area Statement</b>  |   |   |                   |                     |               |
|  | <b>Total area</b>  |   | <b>13,502.17</b>  | Ha                |                     |               |
|  | <b>Mature</b>  |   | 7,700.02  | Ha                |                     |               |
|  | <b>Immature</b>  |   | 4,693.47  | Ha                |                     |               |
|  | <b>POM</b>   |   | 34.83   | Ha                |                     |               |
|  | <b>Emplacement (housing, buildings)</b>                        |   | 132.85  | Ha                |                     |               |
|  | <b>Road &amp; Bridges</b>                                      |   | 451.57  | Ha                |                     |               |
|  | <b>Canals</b>  |   | 22.40   | Ha                |                     |               |
|  | <b>Conservation:</b>   |   |   |                   |                     |               |
|  | • Others (Nikel mine area, Buffer Zone, Bukit, Lembah, Sungai) |   | 144.43  | Ha                |                     |               |
|  | • Conservation Area (riparian of GKE)                          |   | 78.00   | Ha                |                     |               |
|  | <b>Without Encumbrances (Reserves)</b>                         |   | 149.70  | Ha                |                     |               |
|  | <b>With Encumbrances (Occupied)</b>                            |   | 70.70   | Ha                |                     |               |
|  | <b>Nursery</b>   |   | 24.20   | Ha                |                     |               |
| <b>1.6 Planting Year and Cycles</b>      |  |   |   |                   |                     |               |
| 1.6.1                                    | Age profile of planting year                                   |   |   |                   |                     |               |
|  | <b>Planting Year</b>   | <b>Hectarage (Ha)</b>   |   |                   |                     |               |
|  |  | <b>Gunung Aru</b>   | <b>Gunung Kemasan</b>   | <b>Laut Timur</b> | <b>Pantai Timur</b> | <b>Total</b>  |
|  | 1989   | 319.48  | -   | -                 | -                   | <b>319.48</b> |
|  | 1991   | 282.46  | 144.77  | -                 | -                   | <b>427.23</b> |
|  | 1992   | -   | 210.82  | -                 | -                   | <b>210.82</b> |
|  | 1993   | -   | 170.64  | -                 | -                   | <b>170.64</b> |
|  | 1994   | 20.58   | 141.24  | 709.88            | -                   | <b>871.70</b> |

|              |  |                         |                             |                   |                        |                   |                |
|--------------|--|-------------------------|-----------------------------|-------------------|------------------------|-------------------|----------------|
| 1995         | -  |                         | 122.33                      | 540.10            | <b>662.43</b>          |                   |                |
| 1996         | -  | 188.98                  | 1,128.44                    | 1,088.08          | <b>2,405.50</b>        |                   |                |
| 1997         | -  | 49.61                   |                             | 249.91            | <b>299.52</b>          |                   |                |
| 1998         | -  | 45.43                   | 210.32                      | -                 | <b>255.75</b>          |                   |                |
| 1999         | -  | 185.06                  | -                           | -                 | <b>185.06</b>          |                   |                |
| 2000         | -  | 214.91                  | -                           | 106.17            | <b>321.08</b>          |                   |                |
| 2001         | -  | -                       | -                           | -                 | <b>-</b>               |                   |                |
| 2003         | -  | -                       | 56.53                       | 121.21            | <b>177.74</b>          |                   |                |
| 2005         | -  | 54.11                   | 54.62                       | 104.78            | <b>213.51</b>          |                   |                |
| 2006         | -  | -                       | -                           | 452.56            | <b>452.56</b>          |                   |                |
| 2007         | -  | -                       | -                           | 426.68            | <b>426.68</b>          |                   |                |
| 2008         | -  | -                       | -                           | -                 | <b>-</b>               |                   |                |
| 2010         | 270.55   | -                       | -                           | -                 | <b>270.55</b>          |                   |                |
| 2012         | 326.62   | -                       | -                           | -                 | <b>326.62</b>          |                   |                |
| 2013         | 424.64   | 247.10                  | -                           | -                 | <b>671.74</b>          |                   |                |
| 2014         | 403.38   | 489.22                  | -                           | -                 | <b>892.60</b>          |                   |                |
| 2015         | 763.82   | 639.33                  | 613.81                      | -                 | <b>2,016.96</b>        |                   |                |
| 2016         | 130.83   | 320.78                  | 109.67                      | -                 | <b>561.28</b>          |                   |                |
| 2017         | -  | 254.00                  | -                           | -                 | <b>254.00</b>          |                   |                |
| <b>TOTAL</b> | <b>2,942.40</b>  | <b>3,356.00</b>         | <b>3,005.60</b>             | <b>3,089.49</b>   | <b>12,393.49</b>       |                   |                |
| 1.6.2        | New Planting area after January 2010   |                         | - Ha                        |                   |                        |                   |                |
| 1.6.3        | Planting Cycle   |                         | 2 <sup>nd</sup> Cycle       |                   |                        |                   |                |
| <b>1.7</b>   | <b>Description of Mill and Supply Base</b>   |                         |                             |                   |                        |                   |                |
| 1.7.1        | Description of Mill  |                         |                             |                   |                        |                   |                |
|              | Name of Mill   | Capacity (tonnes/ hour) | FFB Processed (tonnes/year) | CPO               |                        | Palm Kernel       |                |
|              |  |                         |                             | Out put (tonnes)  | Extraction (%)         | Out put (tonnes)  | Extraction (%) |
|              | Gunung Aru Factory   | 40                      | 122,870.89                  | 25,673.47         | 20.89                  | 6,084.78          | 4.95           |
|              | <i>* Production data source from 12 months before assessment (August 2016 – July 2017)</i> |                         |                             |                   |                        |                   |                |
| 1.7.2        | Description of Certification Scope of Supply Base  |                         |                             |                   |                        |                   |                |
|              | Name of Estate   | Total Area (Ha)         | Planted Area (Ha)           | FFB (tonnes/year) | Yield (tonnes/ha/year) | Supplied to Mill  |                |
|              |  |                         |                             |                   |                        | FFB (tonnes/year) | %              |
|              | Gunung Aru   | 3,233.00                | 2,942.40                    | 17,023.62         | 13.15                  | 17,023.62         | 100            |
|              | Gunung Kemas   | 3,726.02                | 3,356.00                    | 21,501.32         | 13.00                  | 21,501.32         | 100            |
|              | Pantai Timur   | 3,205.18                | 3,005.60                    | 47,539.82         | 18.45                  | 47,539.82         | 100            |
|              | Laut Timur   | 3,337.97                | 3,089.49                    | 36,806.13         | 17.24                  | 36,806.13         | 100            |
|              | <b>TOTAL</b>   | <b>13,502.17</b>        | <b>12,393.49</b>            | <b>122,870.89</b> | <b>15.96</b>           | <b>122,870.89</b> | <b>100</b>     |
|              | <i>*Production data source from August 2016 – July 2017</i>                                |                         |                             |                   |                        |                   |                |



|              |  |                                |  |  |   |                       |                         |           |                       |
|--------------|--|--------------------------------|--|--|---|-----------------------|-------------------------|-----------|-----------------------|
| 1.7.3        | FFB description from other source  |                                |  |  |   |                       |                         |           |                       |
|              | <b>Name of sources/Organisation</b><br>(RSPO certified / non-certified)  | <b>Type of Organisation</b>    | <b>number of smallholders</b>  | <b>Production Area (Ha)</b>  | <b>Supplied to Mill FFB (tonnes/year)</b> |                       |                         |           |                       |
|              | -  | -                              | -  | -  | -   |                       |                         |           |                       |
|              | -  | -                              | -  | -  | -   |                       |                         |           |                       |
|              | <b>TOTAL</b>   |                                |  |  | -   |                       |                         |           |                       |
|              | <i>*Production data source from August 2016 – July 2017</i>  |                                |  |  |   |                       |                         |           |                       |
| 1.7.4        | Product categories   |                                | FFB, CPO, PK   |  |   |                       |                         |           |                       |
| <b>1.8</b>   | <b>Tonnage of Product</b>  |                                |  |  |   |                       |                         |           |                       |
| 1.8.1        | Past Annual Claim Certified Product  |                                | Previous Certificate Claim<br>21 October 2016 to 20 October<br>2017<br>(tonnes/year) | Actual certified product<br>October 21, 2016 until August<br>19, 2017<br>(tonnes/year) |   |                       |                         |           |                       |
|              | • FFB Production   |                                | 143,956  | 102,067.71   |   |                       |                         |           |                       |
|              | • CPO Production   |                                | 32,780   | 21,414.24  |   |                       |                         |           |                       |
|              | • Palm Kernel (PK) Production  |                                | 6,300  | 4,779.53   |   |                       |                         |           |                       |
| <b>1.8.2</b> | <b>Product selling</b>   |                                |  |  |   |                       |                         |           |                       |
|              | Tonnage of selling product   |                                | Actual selling product period October 21, 2016 until August 19, 2017                 |  |   |                       |                         |           |                       |
|              | • CSPO   |                                | 4,516.44   |  |   |                       |                         |           |                       |
|              | • CSPK   |                                | 2,303.53   |  |   |                       |                         |           |                       |
|              | • CPO under other scheme trading (e.g ISCC, RFS)   |                                | -  |  |   |                       |                         |           |                       |
|              | • CPO under conventional trading (if any)  |                                | 16,735.56  |  |   |                       |                         |           |                       |
|              | • PK under other scheme  |                                | -  |  |   |                       |                         |           |                       |
|              | • PK under conventional trading (if any)   |                                | 2,947.47   |  |   |                       |                         |           |                       |
| 1.8.3        | Estimate of Certified FFB Claim  |                                |  |  |   |                       |                         |           |                       |
|              | <b>Name of Estate(s)</b>   | <b>Total Area (Ha)</b>         | <b>Planted Area (Ha)</b>   | <b>FFB (tonnes/year)</b>   | <b>Yield (tonnes/ha/year)</b>             |                       |                         |           |                       |
|              | Gunung Aru   | 3,233.00                       | 2,942.40   | 17,875   | 6,07                                      |                       |                         |           |                       |
|              | Gunung Kemas   | 3,726.02                       | 3,356.00   | 22,576   | 7,27                                      |                       |                         |           |                       |
|              | Pantai Timur   | 3,205.18                       | 3,005.60   | 49,917   | 16,60                                     |                       |                         |           |                       |
|              | Laut Timur   | 3,337.97                       | 3,089.49   | 38,646   | 12,50                                     |                       |                         |           |                       |
|              | <b>TOTAL</b>   | <b>13,502,17</b>               | <b>12,393.49</b>   | <b>129,014</b>   | <b>10,62</b>                              |                       |                         |           |                       |
|              | <i>*Projected FFB production for 21 October 2017 to 20 October 2018</i>  |                                |  |  |   |                       |                         |           |                       |
| 1.8.4        | Estimate of Certified Palm Product Claim   |                                |  |  |   |                       |                         |           |                       |
|              | <b>Name of Mill</b>  | <b>Capacity (tonnes/ hour)</b> | <b>FFB Processed (tonnes/year)</b>   | <b>CPO</b>   |   | <b>Palm Kernel</b>    |                         |           |                       |
|              |  |                                |  | <b>Out put (tonnes)</b>  |   | <b>Extraction (%)</b> | <b>Out put (tonnes)</b> |           | <b>Extraction (%)</b> |
|              |  |                                |  | <b>IP</b>  | <b>MB</b>                                 |                       | <b>IP</b>               | <b>MB</b> |                       |
|              | Gunung Aru Factory   | 40                             | 129,014  | 10,294.07  | 1,816.60                                  | 20.00                 | 3,206.03                | 565.77    | 4.5                   |
|              | <i>*Update until 12 June 2018 the remaining license volume for period of 21 October 2017 to 20 October 2018:</i> |                                |  |  |   |                       |                         |           |                       |
| <b>1.9</b>   | <b>Other Certifications</b>  |                                |  |  |   |                       |                         |           |                       |

|  | ISO 9001:2008  | -               |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|--|--|-----------------|-----------------|---|-----------------|-----------|--------|----------|-----------------|------------------|--|--|--|--|--|-----------------------------------|------|----------|------|---|-----------|---------|------|-----------|--|------|------------|------|-----------------------------|-----------|------------|------|-----------|------------|------|-----------|-----------------------------------|------|------|------|------------------------------------|-----------|------|------|----------|-----------|------|------|----------|---|------------|------|---|-------------|------|-----------|-------------|------|-----------|--------------------------------------|------|------------|------|---------------------------------|-----------|-----------------|------|-----------|---------------|------|-----------|--|------|---------------|------|--------------------------------------|-----------|--------------|------|-----------|---------------------------------|------|----------|------|---|-----------|------------|------|-----------|--------------|------|-----------|---------------|------|-----------|------------------------------------|------|------------|------|-----------------------------|-----------|--|------|-------------|------|----------------------------------|-----------|--------------|------|-----------|--------------|------|-----------|---------------------------------------|------|--------|------|----------------------------------|-----------|---------------|------|-----------|---------------|------|---------------|------|-------|-----------|
|  | ISO 14001: 2004  | -               |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  | OHSAS 18001:2007   | -               |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  | ISCC   | -               |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  | Others   |                 |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| <b>1.10</b>                                | <b>Time Bound Plan</b>   |                 |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| <b>1.10.1</b>                              | <b>Time Bound Plan for Other Management Units</b>  |                 |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  | <table border="1"> <thead> <tr> <th colspan="2">Management Unit</th> <th rowspan="2">Supply Base</th> <th rowspan="2">Time Bound Plan</th> <th rowspan="2">Location</th> <th rowspan="2">Status</th> </tr> <tr> <th>Mill</th> <th>Time Bound Plan</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="text-align: center;"><b>INDONESIA</b></td> </tr> <tr> <td rowspan="2">Sekunyir.<br/>PT. Indotruba Tengah</td> <td rowspan="2">2010</td> <td>Sekunyir</td> <td>2010</td> <td rowspan="2">Seruyan and West Kotawaringin District – Central Kalimantan</td> <td>Certified</td> </tr> <tr> <td>Seruyan</td> <td>2010</td> <td>Certified</td> </tr> <tr> <td rowspan="3">Manggala.<br/>PT. Tunggal Mitra Plantations</td> <td rowspan="3">2010</td> <td>Manggala 1</td> <td>2010</td> <td rowspan="3">Rokan Hilir District – Riau</td> <td>Certified</td> </tr> <tr> <td>Manggala 2</td> <td>2010</td> <td>Certified</td> </tr> <tr> <td>Manggala 3</td> <td>2010</td> <td>Certified</td> </tr> <tr> <td rowspan="6">Bukit Ajong<br/>PT. Sime Indo Agro</td> <td rowspan="6">2010</td> <td>West</td> <td>2010</td> <td rowspan="6">Sanggau District – West Kalimantan</td> <td>Certified</td> </tr> <tr> <td>East</td> <td>2010</td> <td>7,223 Ha</td> <td>Certified</td> </tr> <tr> <td>East</td> <td>2019</td> <td>1,652 Ha</td> <td>-</td> </tr> <tr> <td>Sei Mawang</td> <td>2019</td> <td>-</td> </tr> <tr> <td>East Plasma</td> <td>2010</td> <td>Certified</td> </tr> <tr> <td>West Plasma</td> <td>2010</td> <td>Certified</td> </tr> <tr> <td rowspan="3">Teluk Siak.<br/>PT Aneka Inti Persada</td> <td rowspan="3">2011</td> <td>Teluk Siak</td> <td>2011</td> <td rowspan="3">Pekanbaru, Siak District – Riau</td> <td>Certified</td> </tr> <tr> <td>Pinang Sebatang</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Aneka Persada</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td rowspan="2">Sungai Pinang.<br/>PT. Bina Sains Cemerlang</td> <td rowspan="2">2012</td> <td>Sungai Pinang</td> <td>2012</td> <td rowspan="2">Musi Rawas District – South Sumatera</td> <td>Certified</td> </tr> <tr> <td>Bukit Pinang</td> <td>2012</td> <td>Certified</td> </tr> <tr> <td rowspan="4">Pematang.<br/>PT. Teguh Sempurna</td> <td rowspan="4">2011</td> <td>Pematang</td> <td>2011</td> <td rowspan="4">Seruyan and East Kotawaringin District – Central Kalimantan</td> <td>Certified</td> </tr> <tr> <td>Kawan Batu</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Hatan Tiring</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Batang Garing</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Alur Dumai.<br/>PT Lahan Tani Sakti</td> <td>2011</td> <td>Alur Dumai</td> <td>2011</td> <td>Rokan Hilir District – Riau</td> <td>Certified</td> </tr> <tr> <td rowspan="3">Teluk Bakau.<br/>PT. Bhumireksa Nusa Sejati</td> <td rowspan="3">2011</td> <td>Teluk Bakau</td> <td>2011</td> <td rowspan="3">Indra Giri Hilir District – Riau</td> <td>Certified</td> </tr> <tr> <td>Nusa Perkasa</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Nusa Lestari</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td rowspan="2">Mandah.<br/>PT. Bhumireksa Nusa Sejati</td> <td rowspan="2">2014</td> <td>Mandah</td> <td>2011</td> <td rowspan="2">Indra Giri Hilir District – Riau</td> <td>Certified</td> </tr> <tr> <td>Rotan Semelur</td> <td>2011</td> <td>Certified</td> </tr> <tr> <td>Angsana Mini.</td> <td>2011</td> <td>KKPA-1 PT.SHE</td> <td>2013</td> <td>Tanah</td> <td>Certified</td> </tr> </tbody> </table> | Management Unit |                 | Supply Base   | Time Bound Plan | Location  | Status | Mill     | Time Bound Plan | <b>INDONESIA</b> |  |  |  |  |  | Sekunyir.<br>PT. Indotruba Tengah | 2010 | Sekunyir | 2010 | Seruyan and West Kotawaringin District – Central Kalimantan | Certified | Seruyan | 2010 | Certified | Manggala.<br>PT. Tunggal Mitra Plantations | 2010 | Manggala 1 | 2010 | Rokan Hilir District – Riau | Certified | Manggala 2 | 2010 | Certified | Manggala 3 | 2010 | Certified | Bukit Ajong<br>PT. Sime Indo Agro | 2010 | West | 2010 | Sanggau District – West Kalimantan | Certified | East | 2010 | 7,223 Ha | Certified | East | 2019 | 1,652 Ha | - | Sei Mawang | 2019 | - | East Plasma | 2010 | Certified | West Plasma | 2010 | Certified | Teluk Siak.<br>PT Aneka Inti Persada | 2011 | Teluk Siak | 2011 | Pekanbaru, Siak District – Riau | Certified | Pinang Sebatang | 2011 | Certified | Aneka Persada | 2011 | Certified | Sungai Pinang.<br>PT. Bina Sains Cemerlang | 2012 | Sungai Pinang | 2012 | Musi Rawas District – South Sumatera | Certified | Bukit Pinang | 2012 | Certified | Pematang.<br>PT. Teguh Sempurna | 2011 | Pematang | 2011 | Seruyan and East Kotawaringin District – Central Kalimantan | Certified | Kawan Batu | 2011 | Certified | Hatan Tiring | 2011 | Certified | Batang Garing | 2011 | Certified | Alur Dumai.<br>PT Lahan Tani Sakti | 2011 | Alur Dumai | 2011 | Rokan Hilir District – Riau | Certified | Teluk Bakau.<br>PT. Bhumireksa Nusa Sejati | 2011 | Teluk Bakau | 2011 | Indra Giri Hilir District – Riau | Certified | Nusa Perkasa | 2011 | Certified | Nusa Lestari | 2011 | Certified | Mandah.<br>PT. Bhumireksa Nusa Sejati | 2014 | Mandah | 2011 | Indra Giri Hilir District – Riau | Certified | Rotan Semelur | 2011 | Certified | Angsana Mini. | 2011 | KKPA-1 PT.SHE | 2013 | Tanah | Certified |
| Management Unit                            |  | Supply Base     | Time Bound Plan |   |                 |           |        | Location | Status          |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Mill                                       | Time Bound Plan  |                 |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| <b>INDONESIA</b>                           |  |                 |                 |   |                 |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Sekunyir.<br>PT. Indotruba Tengah          | 2010   | Sekunyir        | 2010            | Seruyan and West Kotawaringin District – Central Kalimantan | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Seruyan         | 2010            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Manggala.<br>PT. Tunggal Mitra Plantations | 2010   | Manggala 1      | 2010            | Rokan Hilir District – Riau                                 | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Manggala 2      | 2010            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Manggala 3      | 2010            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Bukit Ajong<br>PT. Sime Indo Agro          | 2010   | West            | 2010            | Sanggau District – West Kalimantan                          | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | East            | 2010            |   | 7,223 Ha        | Certified |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | East            | 2019            |   | 1,652 Ha        | -         |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Sei Mawang      | 2019            |   | -               |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | East Plasma     | 2010            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | West Plasma     | 2010            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Teluk Siak.<br>PT Aneka Inti Persada       | 2011   | Teluk Siak      | 2011            | Pekanbaru, Siak District – Riau                             | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Pinang Sebatang | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Aneka Persada   | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Sungai Pinang.<br>PT. Bina Sains Cemerlang | 2012   | Sungai Pinang   | 2012            | Musi Rawas District – South Sumatera                        | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Bukit Pinang    | 2012            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Pematang.<br>PT. Teguh Sempurna            | 2011   | Pematang        | 2011            | Seruyan and East Kotawaringin District – Central Kalimantan | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Kawan Batu      | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Hatan Tiring    | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Batang Garing   | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Alur Dumai.<br>PT Lahan Tani Sakti         | 2011   | Alur Dumai      | 2011            | Rokan Hilir District – Riau                                 | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Teluk Bakau.<br>PT. Bhumireksa Nusa Sejati | 2011   | Teluk Bakau     | 2011            | Indra Giri Hilir District – Riau                            | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Nusa Perkasa    | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Nusa Lestari    | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Mandah.<br>PT. Bhumireksa Nusa Sejati      | 2014   | Mandah          | 2011            | Indra Giri Hilir District – Riau                            | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
|  |  | Rotan Semelur   | 2011            |   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |
| Angsana Mini.                              | 2011   | KKPA-1 PT.SHE   | 2013            | Tanah   | Certified       |           |        |          |                 |                  |  |  |  |  |  |                                   |      |          |      |   |           |         |      |           |  |      |            |      |                             |           |            |      |           |            |      |           |                                   |      |      |      |                                    |           |      |      |          |           |      |      |          |   |            |      |   |             |      |           |             |      |           |                                      |      |            |      |                                 |           |                 |      |           |               |      |           |  |      |               |      |                                      |           |              |      |           |                                 |      |          |      |   |           |            |      |           |              |      |           |               |      |           |                                    |      |            |      |                             |           |  |      |             |      |                                  |           |              |      |           |              |      |           |                                       |      |        |      |                                  |           |               |      |           |               |      |               |      |       |           |

|   |      |                    |      |   |           |
|---|------|--------------------|------|---|-----------|
| PT Sajang Heulang                                   |      | Pantai Bonati      | 2011 | Bumbu District – South Kalimantan                                     | Certified |
| Angsana.<br>PT Ladangrumpun<br>Suburabadi           | 2011 | Angsana            | 2011 | Tanah   | Certified |
|   |      | Gunung Sari        | 2011 | Bumbu District – South Kalimantan                                     | Certified |
|   |      | KKPA-4 PT.SHE      | 2013 |   | Certified |
| Mustika.<br>PT Sajang Heulang                       | 2013 | Mustika            |      | Tanah   | Certified |
|   |      | KKPA-2 PT.SHE      | 2013 | Bumbu District – South Kalimantan                                     | Certified |
|   |      | KKPA-3 PT.SHE      | 2013 |   | Certified |
|   |      | KKPA-5 PT.SHE      | 2013 |   | Certified |
|   |      | SAP 1              | 2020 |   | ST-2      |
| Gunung Aru.<br>PT Bersama Sejahtera<br>Sakti        | 2011 | Gunung Aru         | 2011 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Gunung Kemasam     | 2011 |   | Certified |
|   |      | Laut Timur         | 2011 |   | Certified |
|   |      | Pantai Timur       | 2011 |   | Certified |
|   |      | KKPA BSS           | 2020 |   | -         |
| Bebunga.<br>PT. Langgeng<br>Muaramakmur             | 2011 | Sungai Cengal      | 2011 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Bebunga            | 2011 |   | Certified |
|   |      | KKPA Sungai Cengal | 2014 |   | Certified |
| Sukamandang<br>PT Kridatama Lancar                  | 2011 | Sukamandang        | 2011 | Seruyan and East<br>Kotawaringin Distr<br>ict – Central<br>Kalimantan | Certified |
|   |      | Sapiri             | 2011 |   | Certified |
|   |      | Barasdanum         | 2011 |   | Certified |
|   |      | Kuala Kuayan       | 2011 |   | Certified |
| Pondok Labu.<br>PT Paripurna Swakarsa               | 2012 | Binturung          | 2012 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Pondok Labu        | 2012 |   | Certified |
|   |      | Rampa              | 2012 |   | Certified |
|   |      | Sesulung           | 2012 |   | Certified |
| Selabak.<br>PT Swadaya Andhika                      | 2012 | Selabak            | 2012 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Randi              | 2012 |   | Certified |
|   |      | Sangkoh            | 2012 |   | Certified |
|   |      | Lanting            | 2012 |   | Certified |
| Rantau.<br>PT Laguna Mandiri                        | 2012 | Rantau             | 2012 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Matalok            | 2012 |   | Certified |
| Betung.<br>PT Laguna Mandiri                        | 2014 | Betung             | 2012 | Kotabaru District – South Kalimantan                                  | Certified |
|   |      | Sekayu             | 2012 |   | Certified |
| Ungkaya.<br>PT Tamaco Graha<br>Krida                | 2012 | Ungkaya            | 2012 | Morowali District – Sulawesi Tengah                                   | Certified |
|   |      | Plasma TGK         | 2015 |   | Certified |
| Ladang Panjang.<br>PT Bahari Gembira Ria            | 2012 | Ladang Panjang     | 2012 | Muaro Jambi District – Jambi  | Certified |
|   |      | Plasma BGR         | 2020 |   | -         |
| Rantau Panjang.<br>PT Guthrie Peconina<br>Indonesia | 2012 | Rantau Panjang     | 2012 | Musi<br>Banyuasin District – South Sumatera                           | Certified |
|   |      | Bumi Ayu           | 2012 |   | Certified |
|   |      | Karang Ringin      | 2012 |   | Certified |
|   |      | Napal              | 2012 |   | Certified |
|   |      | Mangun Jaya        | 2012 |   | Certified |

|                                     |      |                                   |      |  |                                   |
|-------------------------------------|------|-----------------------------------|------|--|-----------------------------------|
|                                     |      | Sungai Jernih Estate and GPI KKPA | 2017 |  | Initial Assessment conducted 2017 |
| Blang Simpo. PT Perkasa Subur Sakti | 2013 | Tamiang (PT PPP)                  | 2013 | Aceh Tamiang and East Aceh District – Nanggroe Aceh Darussalam | Certified                         |
|                                     |      | Batang Ara (PT PSK)               | 2013 |  | Certified                         |
|                                     |      | Blang Simpo-01                    | 2013 |  | Certified                         |
|                                     |      | Blang Simpo-02                    | 2013 |  | Certified                         |
| MAS. PT Mitra Austral Sejahtera     | 2020 | MAS 1                             | 2018 | Sanggau District – West Kalimantan                             | -                                 |
|                                     |      | MAS 1                             | 2018 |  | -                                 |
|                                     |      | MAS 1                             | 2018 |  | -                                 |
|                                     |      | Plasma MAS                        | 2020 |  | -                                 |
| Lembiru. PT Sandika Nata Palma      | 2014 | Lembiru                           | 2014 | Ketapang District – West Kalimantan                            | Certified                         |
|                                     |      | Awatan                            | 2014 |  | Certified                         |
|                                     |      | Karya Palma                       | 2018 |  | -                                 |
|                                     |      | KKPA SNP                          | 2020 |  | -                                 |
|                                     |      | Pelanjau (PT BAL)                 | 2018 |  | -                                 |
|                                     |      | Sungai Putih (PT BAL)             | 2018 |  | -                                 |
|                                     |      | Baturus (PT BAL)                  | 2018 |  | -                                 |
|                                     |      | KKPA BAL                          | 2020 |  | -                                 |
| <b>MALAYSIA</b>                     |      |                                   |      |  |                                   |
| Sg Dingin SOU 1                     | 2010 | Bukit Hijau                       | 2010 | Kerangan, Kedah  | Certified                         |
|                                     |      | Padang Buluh                      | 2010 |  | Certified                         |
|                                     |      | Bukit Selangor                    | 2010 |  | Certified                         |
|                                     |      | Sg Dingin                         | 2010 |  | Certified                         |
|                                     |      | Jentayu                           | 2010 |  | Certified                         |
|                                     |      | Anak Kuli                         | 2010 |  | Certified                         |
|                                     |      | Somme                             | 2010 |  | Certified                         |
| Chersonese SOU 2                    | 2011 | Chersonese                        | 2011 | Kuala Kurau, Perak   | Certified                         |
|                                     |      | Holyrood                          | 2011 |  | Certified                         |
|                                     |      | Kalumpang                         | 2011 |  | Certified                         |
|                                     |      | Tali Ayer                         | 2011 |  | Certified                         |
| Elphil SOU 3                        | 2011 | Kinta Kellas                      | 2011 | Sg Siput, Perak  | Certified                         |
|                                     |      | Elphil                            | 2011 |  | Certified                         |
|                                     |      | Kamuning                          | 2011 |  | Certified                         |
| Flemington SOU 4                    | 2011 | Flemington                        | 2011 | Teluk Intan, Perak   | Certified                         |
|                                     |      | Bagan Datoh                       | 2011 |  | Certified                         |
|                                     |      | Sabak Bernam                      | 2011 |  | Certified                         |
|                                     |      | Sg Samak                          | 2011 |  | Certified                         |
| Seri Intan SOU 5                    | 2011 | Seri Intan (Main Division)        | 2011 | Teluk Intan, Perak   | Certified                         |
|                                     |      | Sabrang                           | 2011 |  | Certified                         |
|                                     |      | Sg Wangi                          | 2011 |  | Certified                         |
|                                     |      | Sogomana (Main Division)          | 2011 |  | Certified                         |
| Selaba SOU 5                        | 2011 | Seri Intan (Selaba Division)      | 2011 | Teluk Intan, Perak   | Certified                         |
|                                     |      | Sogomana (Cashwood)               | 2011 |  | Certified                         |

|                           |      |                       |      |                                  |           |
|---------------------------|------|-----------------------|------|----------------------------------|-----------|
|                           |      | & Sg Beruas Division) |      |                                  |           |
|                           |      | Bikam                 | 2011 |                                  | Certified |
|                           |      | Clumy                 | 2011 |                                  | Certified |
| Tennamaram<br>SOU 6       | 2011 | Tennamaram            | 2011 | Bestari Jaya,<br>Selangor        | Certified |
|                           |      | Sungei Buloh          | 2011 |                                  | Certified |
|                           |      | Bkt Talang            | 2011 |                                  | Certified |
| Bkt Kerayong<br>SOU 7     | 2011 | Bkt Kerayong          | 2011 | Kapar, Selangor                  | Certified |
|                           |      | Bkt Cherakah          | 2011 |                                  | Certified |
|                           |      | Bkt Rajah             | 2011 |                                  | Certified |
|                           |      | Bkt Lagong            | 2011 |                                  | Certified |
|                           |      | Elmina                | 2011 |                                  | Certified |
| East<br>SOU 8             | 2010 | East                  | 2010 | Carey Island,<br>Selangor        | Certified |
|                           |      | Dusun Durian          | 2010 |                                  | Certified |
|                           |      | Sepang                | 2010 |                                  | Certified |
| West – SOU 9              | 2010 | West                  | 2010 | Carey Island,<br>Selangor        | Certified |
| Bukit Putri – SOU 10      | 2011 | Bukit Putri           | 2011 | Raub, Pahang                     | Certified |
| Kerdau<br>SOU 11          | 2011 | Kerdau                | 2011 | Temerloh, Pahang                 | Certified |
|                           |      | Jentar                | 2011 |                                  | Certified |
|                           |      | Mentakab              | 2011 |                                  | Certified |
|                           |      | Sg Mai                | 2011 |                                  | Certified |
|                           |      | Chenor                | 2011 |                                  | Certified |
| Jabor – SOU 12            | 2011 | Jabor                 | 2011 | Kuantan, Pahang                  | Certified |
| Labu<br>SOU 13            | 2011 | Labu                  | 2011 | Nilai, Negeri<br>Sembilan        | Certified |
|                           |      | New Labu              | 2011 |                                  | Certified |
|                           |      | Bradwall              | 2011 |                                  | Certified |
| Tanah Merah<br>SOU 14     | 2010 | Tanah Merah           | 2010 | Port Dickson,<br>Negeri Sembilan | Certified |
|                           |      | Sua Betong            | 2010 |                                  | Certified |
|                           |      | Bukit Pelandok        | 2010 |                                  | Certified |
| Sua Betong<br>SOU 15      | 2014 | Salak                 | 2014 | Port Dickson,<br>Negeri Sembilan | Certified |
|                           |      | Sengkang              | 2014 |                                  | Certified |
|                           |      | Siliau                | 2014 |                                  | Certified |
|                           |      | PD Lukut              | 2014 |                                  | Certified |
|                           |      | Sungai Baru           | 2014 |                                  | Certified |
|                           |      | Tampin Linggi         | 2014 |                                  | Certified |
| Kok Foh<br>SOU 16         | 2011 | Bukit Pilah           | 2011 | Bahau, Negeri<br>Sembilan        | Certified |
|                           |      | Kok Foh               | 2011 |                                  | Certified |
|                           |      | Muar River            | 2011 |                                  | Certified |
|                           |      | St. Helier            | 2011 |                                  | Certified |
|                           |      | Pertang               | 2011 |                                  | Certified |
|                           |      | Sg Gemas              | 2011 |                                  | Certified |
|                           |      | Sg Sebalang           | 2011 |                                  | Certified |
|                           |      | Sg Senarut            | 2011 |                                  | Certified |
| Kempas<br>SOU 17          | 2010 | Kempas                | 2010 | Jasin, Melaka                    | Certified |
|                           |      | Kemuning              | 2010 |                                  | Certified |
|                           |      | Tangkah               | 2010 |                                  | Certified |
| Diamond Jubilee<br>SOU 18 | 2011 | Bukit Asahan          | 2011 | Jasin, Melaka                    | Certified |
|                           |      | Diamond Jubilee       | 2011 |                                  | Certified |

|                        |      |                  |      |                         |           |
|------------------------|------|------------------|------|-------------------------|-----------|
|                        |      | Serkam           | 2011 |                         | Certified |
| Pagoh<br>SOU 19        | 2014 | Pagoh            | 2014 | Muar, Johor             | Certified |
|                        |      | Lanadron         | 2014 |                         | Certified |
|                        |      | Pengkalan Bukit  | 2014 |                         | Certified |
|                        |      | Welch            | 2014 |                         | Certified |
| Chaah<br>SOU 20        | 2010 | North Labis      | 2010 | Chaah, Johor            | Certified |
|                        |      | Cha'ah           | 2010 |                         | Certified |
|                        |      | Sg Simpang Kiri  | 2010 |                         | Certified |
| Gunung Mas<br>SOU 21   | 2010 | Gunung Mas       | 2010 | Kluang, Johor           | Certified |
|                        |      | Kempas Klebang   | 2010 |                         | Certified |
|                        |      | Bukit Paloh      | 2010 |                         | Certified |
|                        |      | Yong Peng        | 2010 |                         | Certified |
| Bukit Benut<br>SOU 22  | 2011 | Bukit Benut      | 2011 | Kluang, Johor           | Certified |
|                        |      | CEP Niyor        | 2011 |                         | Certified |
|                        |      | Lambak / Elaeis  | 2011 |                         | Certified |
| Ulu Remis<br>SOU 23    | 2011 | Pekan            | 2011 | Layang-layang,<br>Johor | Certified |
|                        |      | Sembrong         | 2011 |                         | Certified |
|                        |      | Tun Dr. Ismail   | 2011 |                         | Certified |
|                        |      | Ulu Remis        | 2011 |                         | Certified |
|                        |      | Bukit Badak      | 2011 |                         | Certified |
|                        |      | Cenas            | 2011 |                         | Certified |
| Hadapan<br>SOU 24      | 2011 | CEP Rengam       | 2011 | Layang-layang,<br>Johor | Certified |
|                        |      | Kulai            | 2011 |                         | Certified |
|                        |      | Layang           | 2011 |                         | Certified |
|                        |      | Seri Pulai       | 2011 |                         | Certified |
| Sandakan Bay<br>SOU 26 | 2008 | Tun Tan Siew Sin | 2008 | Sandakan, Sabah         | Certified |
|                        |      | Tunku            | 2008 |                         | Certified |
|                        |      | Tigowis          | 2008 |                         | Certified |
|                        |      | Sentosa          | 2008 |                         | Certified |
|                        |      | Saguliud         | 2008 |                         | Certified |
| Melalap<br>SOU 27      | 2011 | Melalap          | 2011 | Tenom, Sabah            | Certified |
|                        |      | Sapong           | 2011 |                         | Certified |
| Binuang<br>SOU 28      | 2009 | Tingayu          | 2009 | Kunak, Sabah            | Certified |
|                        |      | Sungang          | 2009 |                         | Certified |
|                        |      | Jelata Bumi      | 2009 |                         | Certified |
|                        |      | Binuang          | 2009 |                         | Certified |
| Giram<br>SOU 29        | 2009 | Mostyn           | 2009 | Kunak, Sabah            | Certified |
|                        |      | Giram            | 2009 |                         | Certified |
| Merotai<br>SOU 30      | 2009 | Imam             | 2009 | Tawau, Sabah            | Certified |
|                        |      | Merotai          | 2009 |                         | Certified |
|                        |      | Table            | 2009 |                         | Certified |
|                        |      | Tiger            | 2009 |                         | Certified |
| Lavang<br>SOU 31       | 2011 | Belian           | 2011 | Bintulu, Serawak        | Certified |
|                        |      | Kelida           | 2011 |                         | Certified |
|                        |      | Lavang           | 2011 |                         | Certified |
|                        |      | Lavang (SE)      | 2011 |                         | Certified |
|                        |      | Rasan            | 2011 |                         | Certified |

|        |  |      |            |      |                  |           |
|--------|--|------|------------|------|------------------|-----------|
|        | Rajawali<br>SOU 32   | 2011 | Rajawali   | 2011 | Bintulu, Serawak | Certified |
|        |  |      | Samudera   | 2011 |                  | Certified |
|        |  |      | Semarak    | 2011 |                  | Certified |
|        |  |      | Bayu       | 2011 |                  | Certified |
|        | Derawan<br>SOU 33  | 2011 | Takau      | 2011 | Bintulu, Serawak | Certified |
|        |  |      | Damai      | 2011 |                  | Certified |
|        |  |      | Derawan    | 2011 |                  | Certified |
|        |  |      | Sahua      | 2011 |                  | Certified |
|        | Pekaka<br>SOU 34   | 2011 | Chartquest | 2011 | Bintulu, Serawak | Certified |
|        |  |      | Dulang     | 2011 |                  | Certified |
|        |  |      | Peroh      | 2011 |                  | Certified |
|        |  |      | Pekaka     | 2011 |                  | Certified |
|        |  |      | Ruai       | 2011 |                  | Certified |
| 1.10.2 | <p>Sime Darby has achieved 34 management units in Malaysia and 24 Management Units in Indonesia that RSPO certified. Total management unit in Sime Darby Plantation Bhd are 34 in Malaysia, 25 in Indonesia and 1 in Liberia.</p> <p>A new mill will be set up in Liberia and planned for commissioning in February 2016. Preparation to undergo the RSPO Certification process is in progress and Sime Darby Plantation Bhd targets to undergo RSPO Certification by end 2017. RSPO NPP process has been completed in 2011. Internal assessment against the draft Liberia NI has been completed and closing of gaps is in progress.</p> <p>There was change of the Time Bound Plan under Sime Darby on 15 April 2016 cause the Sime Darby postpone the others certification process. Change of the Time Bound Plan explanation: PT Mitra Austral Sejahtera. There are social issue still unresolved from the Serikat Petani Kelapa Sawit (SPKS) Sanggau, however the improvement are in progress. Sime Darby has informed the Time Bound Plan progress, MUTU has consider that Sime Darby still comply with the RSPO requirement for partial certification.</p> |      |            |      |                  |           |
|        | <b>Progress of Associated Smallholders and Outgrowers for Certifiable Standard</b>   |      |            |      |                  |           |
|        | Until the assessment of ASA – 1.1 conducted, there is no smallholder scheme at PT. Bersama Sejahtera Sakti.  |      |            |      |                  |           |

|                      |   |
|----------------------|---|
| <b>2.0</b>           | <b>ASSESSMENT PROCESS</b>   |
| <b>2.1</b>           | <b>Assessment Team</b>  |
| <b>Special Audit</b> | <p><b>Octo H.P.N Nainggolan.</b> Indonesian citizen, Bachelor of Agriculture, majoring of Social Economics of Agriculture (Agribusiness). Seven years working experience since 2004 at oil palm Plantation Company in Indonesia and conducted many of Sustainable Palm Oil Certification Scheme assessment since the first certificate held in Indonesia and Malaysia since 2011 covering the Legal Aspect, Environmental aspect, Social Aspect, Health and Safety Aspect, Best Agricultural Practices, Conservation, Worker Welfare and Supply Chain. Several trainings he have attended, namely: Conservation of Natural and Biological Resources in supporting HCV, Basic Plantation Management Program, Plantation Integrated Pest Management training, Management System Certification (ISO 9001), Environment Management System (ISO 14001), SMK3 based on OHSAS, RSPO Lead Auditors Training Course endorsed by Proforest and Wildasia, Indonesian Sustainable Palm Oil (ISPO) Lead Auditor training course, Supply Chain Certification System, RSPO Renewable Energy Directive (RED), International Sustainable Carbon Certification (ISCC) and RSPO NEXT. Currently he worked as an auditor at Certification Body and during this assessment he observed and audit on Supply chain implementation.</p> |
| <b>2.2</b>           | <b>Assessment Methodology, Assessment Process and Locations of Assessment</b>   |
| <b>2.2.1</b>         | <b>Figure of person days to implement assessment</b>  |
| <b>Special Audit</b> | <p>Number of auditors : 1 auditor<br/>         Number of days on site : 1 day<br/>         Number of working days for on site : 1 Working day</p>   |
| <b>2.2.2</b>         | <b>Assessment Process</b>   |
| <b>Special Audit</b> | <p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the Gunung Aru Mill PT Bersama Sejahtera Sakti with respect of the requirements of Supply Chain Requirement for CPO Mill, November 2014 (revised on 14 June 2017). The mill would like implementing two supply chain models (IP and MB) in one year license period.</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>The assessment program please find Appendix 1</p>  |
| <b>2.2.3</b>         | <b>Locations of Assessment</b>  |
| <b>Special Audit</b> | <p>The location of the assessment was conducted at the Gunung Aru mill area starting with documentation review at the mill office; continue with the site visit at the mill security office and the weighbridge. During the site visit auditor interviewed with the each of the staff and operator to gained information regarding the level of understanding how to implement two RSPO supply chain models in their operations activity.</p>   |
| <b>2.3</b>           | <b>Determining Next Assessment</b>  |
|                      | <p>Next assessment of RSPO Mill supply chain will include in the next surveillance of P&amp;C system (Recertification) which planned on August 2018.</p>  |



**3.0. ASSESSMENT FINDINGS**

**3.1. Summary of Assessment Report of Supply Chain Requirement**

MUTUAGUNG LESTARI has conducted an assessment of Gunung Aru POM – PT Bersama Sejahtera Sakti (subsidiary of Sime Darby Plantation Bhd).

During the special audit, there were two (2) Nonconformities were identified against supply chain requirement for CPO mill.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective actions that had been reviewed and accepted by Auditor in form of documentation evidence(s) e.g.. Those corrective actions taken that consist of two (2) non-conformities had been closed out and shall be verified during next assessment.

MUTUAGUNG LESTARI found that Gunung Aru POM – PT Bersama Sejahtera Sakti (subsidiary of Sime Darby Plantation Bhd) complied with the requirements of RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014, revised on 14 June 2017 (Module D & E for CPO Mill).

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued.

**3.1.1. General chain of custody requirements for the supply chain**

| Clause     | Requirement   |
|------------|---|
| <b>5.1</b> | <b>Applicability of the general chain of custody requirements for the supply chain</b>  |
| 5.1.1      | The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification. |
|            | Organization that conduct physically handled of RSPO product is Certificate Holder of Gunung Aru POM and transporter.   |
|            | <b>Status: Comply</b>   |
| 5.1.2      | Traders and distributors require a license obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.  |
|            | No, Gunung Aru Milly only processed their own FFB from own manage plantation that have been certified.  |
|            | <b>Status: Comply</b>   |
| 5.1.3      | Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.   |
|            | Gunung Aru Factory has been registered in RSPO IT Platform member registration number as the data below:  |
|            | Member name : Sime Darby Plantation – Gunung Aru POM, PT BSS<br>Account UID : RSPO_AC1000000328<br>Member ID : RSPO_PO1000000319<br>Sub License ID : CB28134  |

|  |                              |
|--|------------------------------|
|  | <b>Status: Comply</b>        |
| <b>5.1.4</b>   |                              |
| Processing aids do not need to be included within an organization's scope of certification.  |                              |
| There is no processing aids in Gunung Aru POM.   |                              |
|  | <b>Status: Comply</b>        |
| <b>5.2</b>   | <b>Supply chain model</b>    |
| <b>5.2.1</b>   |                              |
| The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.   |                              |
| Yes, Facility has applied the Supply Chain Module correctly<br>Gunung Aru POM is implementing two model of supply chain (Identity Preserved and mass balance) cause mill to receive FFB from non RSPO certified and non-certified.   |                              |
|  | <b>Status: Comply</b>        |
| <b>5.2.2</b>   |                              |
| The site can use one (1) or a combination of supply chain models as audited and certified by the CB.   |                              |
| From the past certificate license on ASA-1.1 period (21 October 2017 to 20 October 2018) Gunung Aru POM have implemented IP Supply Chain model.  |                              |
| However, Additional Verification taken place at <b>Gunung Aru POM</b> on 16-17 May 2018 for implementation supply chain models of IP and MB in same time license period.   |                              |
|  | <b>Status: Comply</b>        |
| <b>5.3</b>   | <b>Documented procedures</b> |
| <b>5.3.1</b>   |                              |
| The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified.   |                              |
| Gunung Aru POM have an update procedures of RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018.  |                              |
| The company has had SOP of product traceability and identification in Minamas Plantation POM number RSPO/65/SCCS/BSS 2nd revision dated May 8th 2015. The document is referring the document of RSPO supply chain certification standard of the final document on November 21st 2014. It was legalized by the Manager of GAF.  |                              |
| According to point 5, the people in charge of the supply chain system are:   |                              |
| <ul style="list-style-type: none"> <li>- Factory Manager: the mill manager is responsible for maintaining and storing all documents, records and notes of the raw material usage; verification of the product status to the vendee; holding proper SCCS training.</li> <li>- Assistant of PSQM: checking the FFB quality and the raw materials as well as monitoring the product delivery and load/unload.</li> <li>- Foreman/assistant of Lab: analyzing and testing the quality; maintaining and distributing the result of product and raw material analysis and test.</li> <li>- Assistant/Senior Assistant/Manager of Bulking: Ensuring the transport of CPO and PK product from POM to bulking.</li> <li>- Production clerk: recording the administration of the receipt certified FFB and the non-certified one.</li> </ul> |                              |
|  | <b>Status: Comply</b>        |
| <b>5.3.2</b>   |                              |
| The site shall have a written procedure to conduct annual internal audit   |                              |
| Facility can show the internal audit procedure that covering the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents including assessment of it effectively.  |                              |

|  |  |
|--|--|
| The last Internal Audit conducted on 13 March 2018 |  |
|  | <b>Status: Comply</b>  |
| <b>5.4</b>   | <b>Purchasing and goods in</b>   |
| <b>5.4.1</b>                                       | <p>The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier.</p> <p>Question :</p> <p>All RSPO product information is provided by suppliers in accordance with :</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment / delivery date;</li> <li>○ The date on which the documents were issued;</li> <li>○ A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>○ The quantity of the products delivered;</li> <li>○ Any related transport documentation;</li> <li>○ Supply Chain certificate number of the seller;</li> <li>○ A unique identification number</li> <li>○ Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> <li>○ The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> <li>○ A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements.</li> <li>○ The validity of license for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements/announcements.</li> </ul> |
|  | <p>All the FFB received by Gunung Aru POM currently are from the own estate plantations that have been RSPO certified (GAE, GKE, PTE, LTE).</p> <p>However Gunung Aru is seeking to implement two supply chain model in the rest of license periode ahead which are IP-MB. In that situation Gunung Aru POM is planning will received and processing the Non-RSPO Certified FFB.</p> <p>Gunung Aru POM not purchased any RSPO oil palm product (CSPO and CSPK) from other sources</p>  |
|  | <b>Status: Comply</b>  |
| <b>5.4.2</b>                                       | <p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents</p> <p>CH did not purchased RSPO certified oil palm products, but produced RSPO certified oil palm products.</p>  |
|  | <b>Status: Comply</b>  |
| <b>5.5</b>   | <b>Outsourcing activities</b>  |
| <b>5.5.1</b>                                       | <p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.</p> <p>After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.</p> <p>Gunung Aru only using contractor for transporting the CPO and Palm Kernel.</p>   |

Currently Gunung Aru POM have procedure to ensure the certified material (CSPO and CSPK) not being mixed with non-certified product.

**Status: Comply**

**5.5.2**

Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:

- a. The site has legal ownership of all input material to be included in outsourced processes;
- b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.
- c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.
- d. d) The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance

Facility cannot ensure the third parties who handling their certified palm oil product has fulfilled:

- a. Has an agreement or contract that covered all certified palm oil product handling activity and ensuring the CB's have access to the outsourcing contractor or operation if necessary.
- b. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.

Based on explanation above, this is raised as **Non Compliance No.2018.01**.

**Status: Non Compliance No.2018.01**

**5.5.3**

The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.

**Question: Has the site maintained names and contact details of all outsourcers?**

Facility showed record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.

**DAFTAR KONTRAKTOR ANGKUTAN CPO & IKS**

| No | NAMA KONTRAKTOR            | NPWP                 | ALAMAT  | JENIS JASA      |
|----|----------------------------|----------------------|---|-----------------|
| 1  | Kontraktor A. Syaukani     | 14.244.525.3-732.000 | Desa Berangas RT 01 Kec Pulau Laut Timur Kotabaru                       | Jasa Angkut CPO |
| 2  | Kontraktor Iwan Rifindi    | 15.496.800.2-734.000 | Jln. Berangas RT.04 Teluk Gosong Kec. Pulau Laut Timur Kotabaru         | Jasa Angkut CPO |
| 3  | Kontraktor Rakhmadi        | 16.064.782.2-734.000 | Desa Langkang Baru RT 06/02 Kec Pulau Laut Timur Kotabaru               | Jasa Angkut CPO |
| 4  | Kontraktor H. Masri HD     | 14.856.912.2-734.000 | Jl. Log. Pon RT.006 Selaru Kec Pulau Laut Tengah Kotabaru               | Jasa Angkut CPO |
| 5  | Kontraktor Dedy Setiawan   | 73.274.862.9-734.000 | Desa Langkang Baru RT 06 Kec Pulau Laut Timur Kotabaru                  | Jasa Angkut CPO |
| 6  | Kontraktor A. Dwi Atmoko   | 14.856.957.7-734.000 | Jl. Hasan Basri RT.08 No 08 Desa Semayap Kec Pulau Laut Tengah Kotabaru | Jasa Angkut CPO |
| 7  | Kontraktor Manaf / Mariana | 14.856.707.6-734.000 | Jl. Hasan Basri RT.21 RW 05 Desa Semayap Kec Pulau Laut Tengah Kotabaru | Jasa Angkut CPO |
| 8  | Kontraktor Yeni Rahmawati  | 55.207.651.5-734.000 | Jln Mega Indah TR 07/03 Desa Semayap Kotabaru                           | Jasa Angkut CPO |
| 9  | Kontraktor Syahrani        | 15.072.150.4-734.000 | Desa Bekambit RT.003/005 Kec Pulau Laut Timur Kotabaru                  | Jasa Angkut CPO |
| 10 | PT. Cindra Kasih           | 02.590.647.0-734.000 | Jl. Suryagandamana No. 20 Kotabaru                                      | Jasa Angkut IKS |

|   | <b>Status: Comply</b>               |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
|---|-------------------------------------|--|------------------|----------------------------------|------------|----------------------------------|------------|---|------------|--|------------------|------------|------|---|--------|------------------------------|--------|--|------|--|--|--|--|--|--|
| <b>5.5.4</b>  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| Question: Has MUTU informed about any new outsourcers?  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| It will verify in the next assessment (ASA-1.2).  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
|   | <b>Status: Comply</b>               |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <b>5.6</b>  | <b>Sales and goods out</b>          |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <b>5.6.1</b>  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form: The name and address of the buyer  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| Question :  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| All RSPO product information is provided by the organisation in accordance with :   |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <ul style="list-style-type: none"> <li>• The name and address of the seller;</li> <li>• The loading or shipment / delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> <li>• Supply chain certificate number of the seller;</li> <li>• A unique identification number.</li> <li>• Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products</li> <li>• For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul> |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| Yes.  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| Whole transaction of CSPO and CSPK has been recorded in RSPO IT Platform, including Shipping Announcements / Announcements and Confirmations.   |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <p><b>Daftar Buyer CSPO dan CSPK</b></p> <table border="1"> <thead> <tr> <th>No</th> <th>Nama Buyer</th> <th>Alamat</th> <th>PIC</th> <th>No Certificate RSPO ( jika ada )</th> <th>keterangan</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>KCP Rantau</td> <td>Desa Bepara, kec Pamukan Utara , Kotabaru, Kalsei, 72167</td> <td>Juliaman Damanik</td> <td>SQUAL40137</td> <td>CSPK</td> </tr> <tr> <td>2</td> <td>PT GHN</td> <td>Kotabaru, Kalimantan Selatan</td> <td>Khamdi</td> <td></td> <td>CSPO</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Sumber dari DO/sales kontrak/data etraze Marketing.</p>  |                                     | No   | Nama Buyer       | Alamat                           | PIC        | No Certificate RSPO ( jika ada ) | keterangan | 1 | KCP Rantau | Desa Bepara, kec Pamukan Utara , Kotabaru, Kalsei, 72167 | Juliaman Damanik | SQUAL40137 | CSPK | 2 | PT GHN | Kotabaru, Kalimantan Selatan | Khamdi |  | CSPO |  |  |  |  |  |  |
| No  | Nama Buyer                          | Alamat   | PIC              | No Certificate RSPO ( jika ada ) | keterangan |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| 1   | KCP Rantau                          | Desa Bepara, kec Pamukan Utara , Kotabaru, Kalsei, 72167 | Juliaman Damanik | SQUAL40137                       | CSPK       |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| 2   | PT GHN                              | Kotabaru, Kalimantan Selatan                             | Khamdi           |                                  | CSPO       |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
|   |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
|   | <b>Status: Comply</b>               |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <b>5.7</b>  | <b>Registration of transactions</b> |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |
| <b>5.7.1</b>  |                                     |  |                  |                                  |            |                                  |            |   |            |  |                  |            |      |   |        |                              |        |  |      |  |  |  |  |  |  |

Supply chain actors who:

- are mills, traders, crushers and refineries; and
- take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable

Question :

Has the organization registered their transactions in the RSPO IT platform? (mills, traders, crushers and refineries only)

Yes. PT Bersama Sejahtera Sakti, subsidiary of Sime darby plantation Bhd has registered in RSPO membership 1-0008-04-000-00 since 8 September 2004

Gunung Aru Factory has been registered in IT platform palm trace RSPO <https://palmtrace.rspo.org/web/rspo/member-directory> which information as follows:

Member name : Sime darby Plantation – Gunung Aru POM, PT BSS  
 Account UID : RSPO\_AC1000000328  
 Member ID : RSPO\_PO1000000319  
 Sub License ID : CB28134  
 Core Product: Palm Oil & Palm Kernel  
 Member Category: Oil Mill

**Status: Comply**

**5.7.2**

The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:

- Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures.
- Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.
- Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.
- Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.

Question:

Did the organization correctly perform the applicable actions on RSPO IT Platform?

Yes. All requirement had been implemented.

| License ID | Valid From | Valid Till | Status |
|------------|------------|------------|--------|
| CSPO-37    | 12/21/2017 | 10/20/2018 | Active |

| Product | Program | Certified Volume* | Volume Sold/Removed** | Volume Allocated as Credits* | Remaining Volume* | Trading Activity         | Stock Activity           |
|---------|---------|-------------------|-----------------------|------------------------------|-------------------|--------------------------|--------------------------|
| CSPK    | IP      | 1.506             | 1.542.58              | 0                            | 4.383.42          | Shipping, Administration | Remove                   |
| CSPO    | IP      | 25.803            | 7.564.28              | 0                            | 18.408.91         | Shipping, Administration | Remove, Allocate Credits |

| Transaction ID  | Seller  | Seller Ref.   | Buyer  | Buyer Ref. | Product | Program | Volume* | Transaction Status | R/L Number | Shipping/BL Date | Action    |
|-----------------|---|---------------|--|------------|---------|---------|---------|--------------------|------------|------------------|-----------|
| TR-0413018-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA |               | PT. Lestari Mandiri - Rantau Rantau Gunung Sakti |            | CSPK    | IP      | 200.52  | Shipping           | Confirmed  | 30/04/2018       | Buy   EOE |
| TR-0413017-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00390 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 132.28  | Shipping           | Confirmed  | 08/02/2018       | Buy   EOE |
| TR-0413016-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00381 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 98.28   | Shipping           | Confirmed  | 22/02/2018       | Buy   EOE |
| TR-0413015-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00391 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 298.37  | Shipping           | Confirmed  | 26/02/2018       | Buy   EOE |
| TR-0413014-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00390 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 881.5   | Shipping           | Confirmed  | 14/02/2018       | Buy   EOE |
| TR-0413013-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00388 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 308.29  | Shipping           | Confirmed  | 18/01/2018       | Buy   EOE |
| TR-0413012-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00388 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 881.38  | Shipping           | Confirmed  | 04/01/2018       | Buy   EOE |
| TR-0413011-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00387 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 881.71  | Shipping           | Confirmed  | 21/12/2017       | Buy   EOE |
| TR-0413010-8413 | Sime Darby Plantation - Gunung Aru POM PT BSA | 00386 BSS-MKS | PT. Gudang Haya Sumatera                         | RIGH       | CSPO    | IP      | 83.31   | Shipping           | Confirmed  | 29/12/2017       | Buy   EOE |

Status: Comply

5.8 Training

5.8.1

The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff

Question:

Has the organization established RSPO training plan?

Training Supply Chain Certification System RSPO IP – MB.

Thursday, 19 April 2018

Gunung ru POM Meeting Room

18 Participants: Mill Manager (1), Mill Staff (4), IT Staff (1), PSQM Staff (1), Administration Staff (1), Supervisor (10).

Status: Comply

5.8.2

Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed

Question:

Has the organization Delivered Effective RSPO training?

**Non-Conformance Description & Evidence observed :**

1. Certification Unit of Gunung Aru POM cannot showed the procedure that have been updated and there has been a thorough socialization to the workers and staff involved in the implementation of RSPO IP-MB Supply Chain
2. In this special audit activity the auditor has interviews with the workers involved in the operational activities of RSPO Supply Chain IP-MB and it is known that the workers involved in the supply chain system at Gunung Aru POM have not fully understood the mechanisms in implementing the IP-MB system simultaneously.

|   |  |
|---|--|
| <p><b>Objective evidence:</b><br/>From the result of the documentation study it is known that there are 18 participants who attended the training, they are: Mill Manager (1), Mill Staff (4), IT Staff (1), PSQM Staff (1), Administration Staff (1), Supervisor (10), meanwhile the mill operational activities consist of 2 shifts. The socialization shown is still in the form of SOP which is not yet updated.</p>  |  |
| <p><b>Non Compliance No. 2018.02</b></p>  |  |
|   | <p><b>Status: Non Compliance No. 2018.02</b></p> |
| <b>5.9</b>  | <b>Record keeping</b>                            |
| <p><b>5.9.1</b><br/>The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements</p>   |  |
| <p>Question:<br/>All records are accurate, complete, up-to-date and accessible?</p>   |  |
| <p>Gunung Aru POM has provide an update of monthly summary of RSPO FFB certified and non-certified from its supply bases. Furthermore, Gunung Aru POM has record and balance of all RSPO product (CSPO and CSPK) produced, as well as its dispatch.</p>   |  |
|   | <p><b>Status: Comply</b></p>                     |
| <p><b>5.9.2</b><br/>Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock</p>  |  |
| <p>Question:<br/>All records are kept for minimum two years and comply with legal and regulatory requirements?</p>  |  |
| <p>Facility showed the procedure regarding to retention time for all records and reports of supply chain. The 2016 documents can be showed during te audit conducted.</p>   |  |
|   | <p><b>Status: Comply</b></p>                     |
| <p><b>5.9.3</b><br/>The organization shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.</p>  |  |
| <p>Question:<br/>For all palm oil / palm kernel oil volumes purchased (input) and claimed (output) records kept over a Period of twelve (12) months?</p>  |  |
| <p>The input and output certified material (CSPO and CSPK) from Gunung Aru POM have been well recorded and kept in the office.</p>  |  |
|   | <p><b>Status: Comply</b></p>                     |
| <b>5.10</b>   | <b>Conversion factors</b>                        |
| <p><b>5.10.1</b><br/>Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>); RSPO Rules for Physical Transition of Oleochemicals and its Derivatives. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries</p> |  |
| <p>Question:<br/>Conversion rates applied accurately?</p>   |  |
| <p>No.<br/>Facility did not using conversion rate.</p>  |  |



|  |                          |
|--|--------------------------|
|  | <b>Status: Comply</b>    |
| <p>5.10.2<br/>Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.</p>   |                          |
| <p>Question:<br/>Conversion rates periodically updated?</p>  |                          |
| <p>No.<br/>Facility did not using conversion rate.</p>   |                          |
|  | <b>Status: Comply</b>    |
| <b>5.11</b>  | <b>Claims</b>            |
| <p>5.11.1<br/>The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.</p>  |                          |
| <p>Question:<br/>Any communication to any stakeholder group / customers issued in accordance with RSPO Rules on Market Communications and Claims?</p>  |                          |
| <p>No. Facility did not using logo during communication with stakeholder / customer.</p>   |                          |
|  | <b>Status: Comply</b>    |
| <b>5.12</b>  | <b>Complaints</b>        |
| <p>5.12.1<br/>The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.</p>   |                          |
| <p>Question:<br/>Documented procedures for stakeholders complaints established?</p>  |                          |
| <p>Yes.<br/>Facility has had documented procedures for stakeholders complaints in chapter 4.11 (Complaint).</p>  |                          |
|  | <b>Status: Comply</b>    |
| <b>5.13</b>  | <b>Management review</b> |
| <p>5.13.1<br/>The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken</p>  |                          |
| <p>Question:<br/>Management reviews performed annually at planned intervals?</p>   |                          |
| <p>Not applicable at this moment.<br/>It will be verify in the next assessment (ASA-1.2).</p>  |                          |
|  | <b>Status: Comply</b>    |
| <p>5.13.2<br/>The input to management review shall include information on:</p> <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul> |                          |
| <p>Question:<br/>Has all input required above has been included in the management review?</p>  |                          |

|  |                              |
|--|------------------------------|
| <p>Not applicable at this moment.<br/>It will be verify in the next assessment (ASA-1.2).</p>  |                              |
|  | <p><b>Status: Comply</b></p> |
| <p><b>5.13.3</b><br/>The output from the management review shall include any decisions and actions related to:</p> <ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes.</li> <li>• Resource needs.</li> </ul> |                              |
| <p>Question:<br/>Has all output required above has been included in the management review?</p>   |                              |
| <p>Not applicable at this moment.<br/>It will be verify in the next assessment (ASA-1.2).</p>  |                              |
|  | <p><b>Status: Comply</b></p> |

**3.1.2. Summary of Assessment Report of Supply Chain Requirements for Mudule D (Identity Preserved)**

| Clause   | (Module D) CPO Mills – Identity Preserved Requirements |  |  |  |  |     |         |            |     |        |           |    |       |          |
|--|--|--|--|--|--|-----|---------|------------|-----|--------|-----------|----|-------|----------|
| D1   | Definition   |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <b>D.1.1</b><br><b>A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from its own supply base certified to the RSPO Principles and Criteria (RSPO P&amp;C). Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. If a mill processes certified and uncertified FFB without physically separating the material then only Module E is applicable.</b>   |  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <p><i>There is no change of the IP procedure.</i></p> <p>Based on observation on FFB receiving in security and weighbridge station known that GAF only receive FFB from certified plantation namely GAE, GKE, LTE and PTE which is scope of this ASA process. It also supported with result of interview with key personal on implementation of SCCS requirement such as GAF's head administration, weighbridge operator and SOU officer.</p> <p>According to the document of FFB receipt, for example FFB receipt document on 23 August 2017 namely FFB transport document, weighbridge tickets and daily FFB receiving recapitulation, explained that there is no FFB from other source.</p> <p>Based on explanation above, GAF apply the requirements of SCCS Module D (IP).</p>  |  |  |  |  |  |     |         |            |     |        |           |    |       |          |
|  | <b>Status: Comply</b>                                  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| D.2  | Explanation  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <b>D.2.1</b><br><b>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&amp;C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</b>  |  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <p>According to the Re-certification certificate (MUTU-RSPO/005 period 21 October 2016 – 20 October 2017), Gunung Aru Factory has been approved to certified as follow:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Recertification<br/>(21 October 2016 – 20 October 2017)</th> <th style="text-align: center;">Actual<br/>(21 October 2016 – 19 August 2017)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td style="text-align: center;">144,650</td> <td style="text-align: center;">102,067.71</td> </tr> <tr> <td>CPO</td> <td style="text-align: center;">33,269</td> <td style="text-align: center;">21,414.24</td> </tr> <tr> <td>PK</td> <td style="text-align: center;">6,509</td> <td style="text-align: center;">4,779.53</td> </tr> </tbody> </table> |  |  |  | Recertification<br>(21 October 2016 – 20 October 2017) | Actual<br>(21 October 2016 – 19 August 2017) | FFB | 144,650 | 102,067.71 | CPO | 33,269 | 21,414.24 | PK | 6,509 | 4,779.53 |
|  | Recertification<br>(21 October 2016 – 20 October 2017) | Actual<br>(21 October 2016 – 19 August 2017) |  |  |  |     |         |            |     |        |           |    |       |          |
| FFB  | 144,650  | 102,067.71                                   |  |  |  |     |         |            |     |        |           |    |       |          |
| CPO  | 33,269   | 21,414.24                                    |  |  |  |     |         |            |     |        |           |    |       |          |
| PK   | 6,509  | 4,779.53                                     |  |  |  |     |         |            |     |        |           |    |       |          |
|  | <b>Status: Comply</b>                                  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <b>D.2.2</b><br><b>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</b>  |  |  |  |  |  |     |         |            |     |        |           |    |       |          |
| <p>Gunung Aru Factory has been registered in RSPO IT Platform member registration number as the data below:</p> <p>Member name : Sime Darby Plantation – Gunung Aru POM, PT BSS<br/> Account UID : RSPO_AC1000000328<br/> Member ID : RSPO_PO1000000319</p>  |  |  |  |  |  |     |         |            |     |        |           |    |       |          |

|  |                              |
|--|------------------------------|
| Sub License ID : CB28134   |                              |
|  | <b>Status: Comply</b>        |
| <b>D.3</b>   | <b>Documented procedures</b> |
| <b>D.3.1</b>   |                              |
| <p><b>The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</b></p> <p><b>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</b></p> <p><b>b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</b></p>  |                              |
| <p>Gunung Aru POM have an update procedures of RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018.</p> <p>The company has had SOP of product traceability and identification in Minamas Plantation POM number RSPO/65/SCCS/BSS 2nd revision dated May 8th 2015. The document is referring the document of RSPO supply chain certification standard of the final document on November 21st 2014. It was legalized by the Manager of GAF.</p> <p>According to point 5, the people in charge of the supply chain system are:</p> <ul style="list-style-type: none"> <li>- Factory Manager: the mill manager is responsible for maintaining and storing all documents, records and notes of the raw material usage; verification of the product status to the vendee; holding proper SCCS training.</li> <li>- Assistant of PSQM: checking the FFB quality and the raw materials as well as monitoring the product delivery and load/unload.</li> <li>- Foremant/assistant of Lab: analyzing and testing the quality; maintaining and distributing the result of product and raw material analysis and test.</li> <li>- Assistant/Senior Assistant/Manager of Bulking: Ensuring the transport of CPO and PK product from POM to bulking.</li> <li>- Production clerk: recording the administration of the receipt certified FFB and the non-certified one.</li> </ul>  |                              |
|  | <b>Status: Comply</b>        |
| <b>D.3.2</b>   |                              |
| <p><b>The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</b></p>   |                              |
| <p>Gunung Aru POM have an update procedures of RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018.</p> <p>The company has had SOP of product traceability and identification in Minamas Plantation POM number RSPO/65/SCCS/BSS 2nd revision dated May 8th 2015. The document is referring the document of RSPO supply chain certification standard of the final document on November 21st 2014. It was legalized by the Manager of GAF.</p> <p>According to point 5, the people in charge of the supply chain system are:</p> <ul style="list-style-type: none"> <li>- Factory Manager: the mill manager is responsible for maintaining and storing all documents, records and notes of the raw material usage; verification of the product status to the vendee; holding proper SCCS training.</li> <li>- Assistant of PSQM: checking the FFB quality and the raw materials as well as monitoring the product delivery and load/unload.</li> <li>- Foremant/assistant of Lab: analyzing and testing the quality; maintaining and distributing the result of product and raw material analysis and test.</li> <li>- Assistant/Senior Assistant/Manager of Bulking: Ensuring the transport of CPO and PK product from POM to bulking.</li> <li>- Production clerk: recording the administration of the receipt certified FFB and the non-certified one.</li> </ul> <p>From the procedure RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018 it is informed in clause 4.4 Process Switching (Perubahan Pengolahan) from RSPO Supply Chain model IP to MB and MB to IP.</p> |                              |

- The responsible person to manage and control the RSPO model process switching is the Mill Manager as the Management Representative.
- The RSPO certified FFBs product process in five days (Monday to Friday) and the non RSPO certified product will be process on Saturday with the estimation volume 100 MT a week of non certified product.
- There are two loading ramps provide by the mill. The number 1 loading ramp (beside the CPO storage tank) is dedicated for RSPO certified FFB and the number 2 loading ramp dedicated for non RSPO certified FFBs.
- Before the the process switching from MB to IP the mill will implementing flushing of the pipelines using the RSPO certified FFBs product with 125% of the pipeline volume that have been measured.
- Gunung Aru mill have measure the volume of the pipelines from clarification station to the CPO storage is 2 M<sup>3</sup> (or 1.72 MT CPO). The estimation of the CPO volume conversion is equal with 9 MT of RSPO certified FFB (with estimation 19% Oil Extration Rate). To ensure the volume of the flusing it would be monitored from the CPO storage tank flowmeter
- The CPO flusing activity objective is for 100 % segregated material to be reached.
- The processing supervisor will inform to the clarification operator to flushing the pipelines when there is a RSPO supply chain model swith from MB to IP
- There are 3 (three) CPO tanks available in the Gunung Aru POM. CPO tank number 1 dedicated for CSPO IP product, CPO tank number 2 dedicated for CSPO MB product and CPO tank number 3 is standby if there is one of the tanks will need to wash/clear.
- When the mill processing RSPO non-certified FFBs (saturday) the CPO will transferred to CPO tank number 2, the clarification operator will closed the number 1 valve and open valve number 2.
- When the mill processing RSPO IP FFBs (Monday to Friday) the CPO will transferred to CPO tank number 1, the clarification operator will closed the number 2 valve and open valve number 1

During the audit conducted auditor have interviewed the responsible personel in charge for (clarification operator, storage tank operator, mill assistant and mill manager). From the interview all the personnels can demonstrate and explain how if the process switch from IP to MB and vice versa.

**Status: Comply**

**D.4 Purchasing and goods in**

**D.4.1**

**The site shall verify and document the volumes of certified and non-certified FFBs received.**

Gunung Aru Factory applied the Identity Preserved supply chain model. The mill only receives and processed the FFB from own certified units/estates within the RSPO certificate scope. However, the Mill have a record of monthly summary of sustainable FFB, CPO and Kernel in three monthly bases, based on certificate anniversary period.

| Period               | FFB Receiving (Ton) |                   |                   | CPO (Ton)        | PK (Ton)        |
|----------------------|---------------------|-------------------|-------------------|------------------|-----------------|
|                      | FFB Certified       | FFB Non Certified | Total             | Certified        | Certified       |
| 21 – 31 October 2016 | 5,882.34            | -                 | 5,882.34          | 1,197.40         | 299.11          |
| November 2016        | 15,536.11           | -                 | 15,536.11         | 3,318.66         | 782.82          |
| December 2016        | 14,590.16           | -                 | 14,590.16         | 3,204.41         | 690.72          |
| January 2017         | 11,061.70           | -                 | 11,061.70         | 2,438.02         | 501.69          |
| February 2017        | 7,651.84            | -                 | 7,651.84          | 1,654.00         | 361.34          |
| March 2017           | 6,903.88            | -                 | 6,903.88          | 1,463.30         | 321.60          |
| April 2017           | 6,500.01            | -                 | 6,500.01          | 1,345.42         | 284.87          |
| May 2017             | 8,357.29            | -                 | 8,357.29          | 1,692.33         | 348.69          |
| June 2017            | 8,062.78            | -                 | 8,062.78          | 1,598.26         | 350.62          |
| July 2017            | 10,829.56           | -                 | 10,829.56         | 2,135.44         | 532.51          |
| 1 – 19 August 2017   | 6,692.01            | -                 | 6,692.01          | 1,366.95         | 305.52          |
| <b>Total</b>         | <b>102,067.68</b>   | <b>0</b>          | <b>102,067.68</b> | <b>21,414.19</b> | <b>4,779.49</b> |

Status: Comply

**D.4.2**

**The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.**

According to the Re-certification certificate (MUTU-RSPO/005 period 21 October 2016 – 20 October 2017), Gunung Aru Factory has been approved to certified as follow:

|     | <b>Recertification<br/>(21 October 2016 – 20 October 2017)</b> | <b>Actual<br/>(21 October 2016 – 19 August 2017)</b> |
|-----|--|--|
| FFB | 144,650  | 102,067.71   |
| CPO | 33,269   | 21,414.24  |
| PK  | 6,509  | 4,779.53   |

Based on the data above, it can be summed that Gunung Aru Factory has no overproduction that shall inform to the CB.

Status: Comply

**D.5 Record keeping**

**D.5.1**

**The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.**

During the certification period, Gunung Aru Factory has deliveries CPO and PK certified that record and balances in three monthly based data as follows:

**CPO Sales Information**

| <b>Month</b>         | <b>Volume (Ton)</b> | <b>Buyer Name</b>         | <b>Claim RSPO</b> |
|----------------------|---------------------|---------------------------|-------------------|
| 21 – 31 October 2016 | 1,436               | PT. Golden Hope Nusantara | -                 |
| November 2016        | 3,528               | PT. Golden Hope Nusantara | -                 |
| December 2016        | 2,830               | PT. Golden Hope Nusantara | 1486.04           |
| January 2017         | 2,349               | PT. Golden Hope Nusantara | 1783.93           |
| February 2017        | 1,707               | PT. Golden Hope Nusantara | -                 |
| March 2017           | 1,709               | PT. Golden Hope Nusantara | 1246.47           |
| April 2017           | 1,383               | PT. Golden Hope Nusantara | -                 |
| May 2017             | 1,830               | PT. Golden Hope Nusantara | -                 |
| June 2017            | 1,246               | PT. Golden Hope Nusantara | -                 |
| July 2017            | 2,019               | PT. Golden Hope Nusantara | -                 |
| 1 – 19 August 2017   | 1,216               | PT. Golden Hope Nusantara | -                 |
| <b>Total</b>         | <b>21,252</b>       |                           |                   |

**PK Sales Information**

| <b>Month</b> | <b>Volume (Ton)</b> | <b>Buyer Name</b> | <b>Claim RSPO</b> |
|--------------|---------------------|-------------------|-------------------|
|--------------|---------------------|-------------------|-------------------|

|                      |              |           |        |
|----------------------|--------------|-----------|--------|
| 21 – 31 October 2016 | 489          | PT ILMI   | -      |
| November 2016        | 523          | SMART TBK | 485.22 |
| December 2016        | 1,115        | SMART TBK | 730    |
| January 2017         | 696          | SMART TBK | -      |
| February 2017        | 401          | SMART TBK | -      |
| March 2017           | 230          | SMART TBK | -      |
| April 2017           | 285          | SMART TBK | -      |
| May 2017             | 381          | PT ILMI   | 197.92 |
| June 2017            | 390          | PT ILMI   | 387.82 |
| July 2017            | 545          | PT ILMI   | 502.57 |
| 1 – 19 August 2017   | 196          | PT ILMI   | -      |
| <b>Total</b>         | <b>5,251</b> |           |        |

Documentation of FFB received, CPO & PK deliveries based on three monthly bases has been recorded by production clerk and approved by head clerk.

**Status: Complied**

**D.6 Processing**

**D.6.1**

**The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage**

GAF has ensured that on its SOP and its implementation that the certified FFB and CPO and PK storing and dispatch are conducted by avoiding the product contamination. According to the document review on the document of FFB receipt and processing report, GAF only receive and process the FFB from its own certified estates (GAE, GKE, PTE and LTE). It is supported by the result of interview with the weighbridge Operator and security Officer.

There are three (3) CPO storage tank available at Gunung Aru POM:  
 CPO Tank 1 → 1,500, dedicated for IP product  
 CPO Tank 2 → 1,500, dedicated for Mass Balance product  
 CPO Tank 3 → 2,000 for backup storage tank if there is over capacity to store the CPO.

There are six (6) Palm Kernel Silo to store the CSPK.  
 PK storage (Silo) number 1, 2 and 3 for IP product.  
 PK storage (Silo) number 4, 5 and 6 for MB product.

**Status: Complied**

**D.6.2**

**The objective is for 100 % segregated material to be reached**

GAF has ensured that on its SOP and its implementation that the certified FFB and CPO and PK storing and dispatch are conducted by avoiding the product contamination, which the objective is for 100 % segregated material to be reached. According to the document review on the document of FFB receipt and processing report, GAF only receive and process the FFB from its own certified estates (GAE, GKE, PTE and LTE). It is supported by the result of interview with the weighbridge Operator and security Officer.

**Status: Complied**

**3.1.3. Summary of Assessment Report of Supply Chain Requirements for Mudule E (Mass Balance)**

| Clause | (Module E) CPO Mills - Mass Balance Requirements  |  |  |  |     |         |            |     |        |           |    |       |          |
|--------|---|--|--|--|-----|---------|------------|-----|--------|-----------|----|-------|----------|
| E.1    | <b>Definition</b>   |  |  |  |     |         |            |     |        |           |    |       |          |
| E.1.1  | <p><b>Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</b></p> <p>Based on observation on FFB receiving in security and weighbridge station known that GAF only receive FFB from certified plantation namely GAE, GKE, LTE and PTE which is scope of this ASA process. It also supported with result of interview with key personal on implementation of SCCS requirement such as GAF's head administration, weighbridge operator and SOU officer.</p> <p>According to the document of FFB receipt, for example FFB receipt document on 23 August 2017 namely FFB transport document, weighbridge tickets and daily FFB receiving recapitulation, explained that there is no FFB from other source.</p> <p>However Gunung Aru POM planned will received the non-certified FFB from other sources (scheme smallholders).</p> |  |  |  |     |         |            |     |        |           |    |       |          |
|        | <b>Status: Comply</b>   |  |  |  |     |         |            |     |        |           |    |       |          |
| E.2    | <b>Explanation</b>  |  |  |  |     |         |            |     |        |           |    |       |          |
| E.2.1  | <p><b>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&amp;C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</b></p> <p>According to the Re-certification certificate (MUTU-RSPO/005 period 21 October 2016 – 20 October 2017), Gunung Aru Factory has been approved to certified as follow:</p> <table border="1"> <thead> <tr> <th></th> <th>Recertification<br/>(21 October 2016 – 20 October 2017)</th> <th>Actual<br/>(21 October 2016 – 19 August 2017)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td>144,650</td> <td>102,067.71</td> </tr> <tr> <td>CPO</td> <td>33,269</td> <td>21,414.24</td> </tr> <tr> <td>PK</td> <td>6,509</td> <td>4,779.53</td> </tr> </tbody> </table>   |  | Recertification<br>(21 October 2016 – 20 October 2017) | Actual<br>(21 October 2016 – 19 August 2017) | FFB | 144,650 | 102,067.71 | CPO | 33,269 | 21,414.24 | PK | 6,509 | 4,779.53 |
|        | Recertification<br>(21 October 2016 – 20 October 2017)  | Actual<br>(21 October 2016 – 19 August 2017) |  |  |     |         |            |     |        |           |    |       |          |
| FFB    | 144,650   | 102,067.71                                   |  |  |     |         |            |     |        |           |    |       |          |
| CPO    | 33,269  | 21,414.24                                    |  |  |     |         |            |     |        |           |    |       |          |
| PK     | 6,509   | 4,779.53                                     |  |  |     |         |            |     |        |           |    |       |          |
|        | <b>Status: Comply</b>   |  |  |  |     |         |            |     |        |           |    |       |          |
| E.2.2  | <p><b>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</b></p> <p>Gunung Aru Factory has been registered in RSPO IT Platform member registration number as the data below:</p> <p>Member name : Sime Darby Plantation – Gunung Aru POM, PT BSS<br/> Account UID : RSPO_AC1000000328<br/> Member ID : RSPO_PO1000000319<br/> Sub License ID : CB28134</p>  |  |  |  |     |         |            |     |        |           |    |       |          |
|        | <b>Status: Comply</b>   |  |  |  |     |         |            |     |        |           |    |       |          |
| E.3    | <b>Documented procedures</b>  |  |  |  |     |         |            |     |        |           |    |       |          |



**E.3.1**

**The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:**

- a. Complete and up to date procedures covering the implementation of all the elements in these requirements;**
- b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.**

Gunung Aru POM have an update procedures of RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018.

The company has had SOP of product traceability and identification in Minamas Plantation POM number RSPO/65/SCCS/BSS 2nd revision dated May 8th 2015. The document is referring the document of RSPO supply chain certification standard of the final document on November 21st 2014. It was legalized by the Manager of GAF

According to point 5, the people in charge of the supply chain system are:

- Factory Manager: the mill manager is responsible for maintaining and storing all documents, records and notes of the raw material usage; verification of the product status to the vendee; holding proper SCCS training.
- Assistant of PSQM: checking the FFB quality and the raw materials as well as monitoring the product delivery and load/unload.
- Foreman/assistant of Lab: analyzing and testing the quality; maintaining and distributing the result of product and raw material analysis and test.
- Assistant/Senior Assistant/Manager of Bulking: Ensuring the transport of CPO and PK product from POM to bulking.
- Production clerk: recording the administration of the receipt certified FFB and the non-certified one.

**Status: Comply**

**E.3.2**

**The site shall have documented procedures for receiving and processing certified and non-certified FFBs.**

The company has had SOP of product traceability and identification in Minamas Plantation POM number RSPO/65/SCCS/BSS 2nd revision dated May 8th 2015. The document is referring the document of RSPO supply chain certification standard of the final document on November 21st 2014. It was legalized by the Manager of GAF.

According to point 6 of the procedure, several things are described. For example:

- The raw material of POM is sent from the nucleus estate, scheme smallholder or independent smallholders by showing the FFB covering paper, weighing (concerning the information on the FFB covering paper) and the weighbridge ticket shall be stamped as RSPO certified or not.
- The FFB processing is conducted one way.
- The POM products (CPO and PK) shall be issued once the weighbridge ticket is stamped with RSPO-certified or not.

From the procedure RSPO SCCS Certification Standard number SCCS-Std/RSPO/PSQM/02 dated 1 April 2018 it is informed in clause 4.4 Process Switching (Perubahan Pengolahan) from RSPO Supply Chain model IP to MB and MB to IP.

- The responsible person to manage and control the RSPO model process switching is the Mill Manager as the Management Representative.
- The RSPO certified FFBs product process in five days (Monday to Friday) and the non RSPO certified product will be process on Saturday with the estimation volume 100 MT a week of non certified product.
- There are two loading ramps provide by the mill. The number 1 loading ramp (beside the CPO storage tank) is dedicated for RSPO certified FFB and the number 2 loading ramp dedicated for non RSPO certified FFBs.
- Before the the process switching from MB to IP the mill will implementing flushing of the pipelines using the RSPO certified FFBs product with 125% of the pipeline volume that have been measured.
- Gunung Aru mill have measure the volume of the pipelines from clarification station to the CPO storage is 2 M<sup>3</sup> (or 1.72

MT CPO). The estimation of the CPO volume conversion is equal with 9 MT of RSPO certified FFB (with estimation 19% Oil Extration Rate). To ensure the volume of the flusing it would be monitored from the CPO storage tank flowmeter

- The CPO flusing activity objective is for 100 % segregated material to be reached.
- The processing supervisor will inform to the clarification operator to flushing the pipelines when there is a RSPO supply chain model swith from MB to IP
- There are 3 (three) CPO tanks available in the Gunung Aru POM. CPO tank number 1 dedicated for CSPO IP product, CPO tank number 2 dedicated for CSPO MB product and CPO tank number 3 is standby if there is one of the tanks will need to wash/clear.
- When the mill processing RSPO non-certified FFBs (saturday) the CPO will transferred to CPO tank number 2, the clarification operator will closed the number 1 valve and open valve number 2.
- When the mill processing RSPO IP FFBs (Monday to Friday) the CPO will transferred to CPO tank number 1, the clarification operator will closed the number 2 valve and open valve number 1

During the audit conducted auditor have interviewed the responsible personel in charge for (clarification operator, storage tank operator, mill assistant and mill manager). From the interview all the personnels can demonstrate and explain how if the process switch from IP to MB and vice versa.

**Status: Comply**

**E.4 Purchasing and goods in**

**E.4.1**

**The site shall verify and document the volumes of certified and non-certified FFBs received.**

Gunung Aru Factory applied the Identity Preserved supply chain model. The mill only receives and processed the FFB from own certified units/estates within the RSPO certificate scope. However, the Mill have a record of monthly summary of sustainable FFB, CPO and Kernel in three monthly bases, based on certificate anniversary period.

| Period               | FFB Receiving (Ton) |                   |                   | CPO (Ton)        | PK (Ton)        |
|----------------------|---------------------|-------------------|-------------------|------------------|-----------------|
|                      | FFB Certified       | FFB Non Certified | Total             | Certified        | Certified       |
| 21 – 31 October 2016 | 5,882.34            | -                 | 5,882.34          | 1,197.40         | 299.11          |
| November 2016        | 15,536.11           | -                 | 15,536.11         | 3,318.66         | 782.82          |
| December 2016        | 14,590.16           | -                 | 14,590.16         | 3,204.41         | 690.72          |
| January 2017         | 11,061.70           | -                 | 11,061.70         | 2,438.02         | 501.69          |
| February 2017        | 7,651.84            | -                 | 7,651.84          | 1,654.00         | 361.34          |
| March 2017           | 6,903.88            | -                 | 6,903.88          | 1,463.30         | 321.60          |
| April 2017           | 6,500.01            | -                 | 6,500.01          | 1,345.42         | 284.87          |
| May 2017             | 8,357.29            | -                 | 8,357.29          | 1,692.33         | 348.69          |
| June 2017            | 8,062.78            | -                 | 8,062.78          | 1,598.26         | 350.62          |
| July 2017            | 10,829.56           | -                 | 10,829.56         | 2,135.44         | 532.51          |
| 1 – 19 August 2017   | 6,692.01            | -                 | 6,692.01          | 1,366.95         | 305.52          |
| <b>Total</b>         | <b>102,067.68</b>   | <b>0</b>          | <b>102,067.68</b> | <b>21,414.19</b> | <b>4,779.49</b> |

**Status: Comply**

**E.4.2**

**The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.**

According to the Re-certification certificate (MUTU-RSPO/005 period 21 October 2016 – 20 October 2017), Gunung Aru Factory has been approved to certified as follow:

|  | Recertification<br>(21 October 2016 – 20 October 2017) | Actual<br>(21 October 2016 – 19 August 2017) |
|--|--|--|
|  |  |  |

|     |         |            |
|-----|---------|------------|
| FFB | 144,650 | 102,067.71 |
| CPO | 33,269  | 21,414.24  |
| PK  | 6,509   | 4,779.53   |

Based on the data above, it can be summed that Gunung Aru Factory has no overproduction that shall inform to the CB.

**Status: Comply**

**E.5 Record keeping**

**E.5.1**

- a. The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.
- b. All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.
- c. The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)

During the certification period, Gunung Aru Factory has deliveries CPO and PK certified that record and balances in three monthly based data as follows:

**CPO Sales Information**

| Month                | Volume (Ton) | Buyer Name                | Claim RSPO |
|----------------------|--------------|---------------------------|------------|
| 21 – 31 October 2016 | 1,436        | PT. Golden Hope Nusantara | -          |
| November 2016        | 3,528        | PT. Golden Hope Nusantara | -          |
| December 2016        | 2,830        | PT. Golden Hope Nusantara | 1486.04    |
| January 2017         | 2,349        | PT. Golden Hope Nusantara | 1783.93    |
| February 2017        | 1,707        | PT. Golden Hope Nusantara | -          |
| March 2017           | 1,709        | PT. Golden Hope Nusantara | 1246.47    |
| April 2017           | 1,383        | PT. Golden Hope Nusantara | -          |
| May 2017             | 1,830        | PT. Golden Hope Nusantara | -          |
| June 2017            | 1,246        | PT. Golden Hope Nusantara | -          |
| July 2017            | 2,019        | PT. Golden Hope Nusantara | -          |
| 1 – 19 August 2017   | 1,216        | PT. Golden Hope Nusantara | -          |
| <b>Total</b>         | 21,252       |                           |            |

**PK Sales Information**

| Month                | Volume (Ton) | Buyer Name | Claim RSPO |
|----------------------|--------------|------------|------------|
| 21 – 31 October 2016 | 489          | PT ILMI    | -          |
| November 2016        | 523          | SMART TBK  | 485.22     |
| December 2016        | 1,115        | SMART TBK  | 730        |
| January 2017         | 696          | SMART TBK  | -          |
| February 2017        | 401          | SMART TBK  | -          |
| March 2017           | 230          | SMART TBK  | -          |
| April 2017           | 285          | SMART TBK  | -          |
| May 2017             | 381          | PT ILMI    | 197.92     |
| June 2017            | 390          | PT ILMI    | 387.82     |
| July 2017            | 545          | PT ILMI    | 502.57     |

|                    |       |         |   |
|--------------------|-------|---------|---|
| 1 – 19 August 2017 | 196   | PT ILMU | - |
| <b>Total</b>       | 5,251 |         |   |

Documentation of FFB received, CPO & PK deliveries based on three monthly bases has been recorded by production clerk and approved by head clerk.

|                       |
|-----------------------|
| <b>Status: Comply</b> |
|-----------------------|

**3.2 Identification of Findings, Corrective Action and Observations**

|  |  |                        |                                 |
|--|--|------------------------|---------------------------------|
| <b>NCR No.</b>   | <b>: SC-2018-01</b>  | <b>Issued by</b>       | <b>: Octo H.P.N. Nainggolan</b> |
| <b>Date Issued</b>   | <b>: 17 May 2018</b>   | <b>Time Limit</b>      | <b>: 17 June 2018</b>           |
| <b>NC Grade</b>  | <b>: Non-Conformance (Major)</b>   | <b>Date of Closing</b> | <b>: 12 June 2018</b>           |
| <b>Standard Ref. &amp; Requirement</b>   | <p><b>General Chain of Custody Requirements</b></p> <p><b>5.5.2</b><br/>           Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <ul style="list-style-type: none"> <li>e. The site has legal ownership of all input material to be included in outsourced processes;</li> <li>f. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</li> <li>g. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</li> <li>h. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance</li> </ul> |                        |                                 |
| <p><b>Non-Conformance Description &amp; Evidence observed :</b></p> <p>Gunung Aru POM cannot show the contract agreement with the third party contractors that handled transport activity of the certified product (CSPO * CSPK) and also not informed in documentation for the Certification Body can have access to the contractor operational activities if an audit is deemed necessary..</p> <p>Objective evidences:</p> <ol style="list-style-type: none"> <li>1. Verification result during the special audit the certification unit of Gunung Aru POM only can showed one (1) contract that still valid which is Palm Kernel Shipment Agreement (PT Cindra Kasih), meanwhile for the CSPO shipment contract that still valid cannot be showed.</li> <li>2. From the the sampe of contact that have been cheked by the auditor still not mentioned that Certification Body can have access to the contractor operational activities if an audit is deemed necessary.</li> </ol> |  |                        |                                 |
| <p><b>Root Cause Analysis :</b></p> <ol style="list-style-type: none"> <li>1. Contract agreement of CPO &amp; PK shipment still in process to renewal during the audit conducted.</li> <li>2. Lack of communication between the mill and the condtractors that Certification Body can have access to the contractor operational activities should be contained in written documentation</li> </ol>   |  |                        |                                 |
| <p><b>Correction :</b></p> <p><b>5 June 2018.</b></p> <ol style="list-style-type: none"> <li>1. Certification Unit of Gunung Aru POM shoed evidences of CPO &amp; PK shipment contract agreement af all contractors, however the contracts already invalid from 18 March 2018.</li> </ol>  |  |                        |                                 |

2. Gunung Aru POM showed the socialization to nine (9) contractors of CPO & PK on 25 May 2018 with training material:
- Safety at the mill
  - Willingness to provide information to Certification body that have been signed to all contractors
  - Code of Conduct – Business Ethics socialization

The socialization support with photographic documentary, attendant list, etc..  
 atan, Daftar hadir dan materi sosialisasi.

To followed-up the socialization, Gunung Aru POM have showed the minutes of information supply provision that have been signed by all the contractors on 25 May 2018

**11 June 2018.**

1. Gunung Aru POM showed the menunjukkan bukti minutes of meeting with the CPO and PK contractors dated 25 April 2018
2. Application letter of extension period agreement approval form the Company Legal Head Department dated 27 April 2018, with the periodic 1 April to 31 Desember 2018

**Corrective Action :**

1. Certification Unit of Gunung Aru POM regularly communicate with Legal Department PIC to update the extension of contractor agreement. The monitoring form information consist of agreement number, date of issued, end of the validity period. This monitoring form will be reported by mill head to Legal Department office no later than 2 months before the agreement expiration date
2. Plan the Supply Chain awareness to all the CPO and PK transport contractor regularly (once a year). Next awareness will be held on March 2019.

**Assessor Evaluation and Conclusion :**

Based on the documentation evidences observed and showed to the auditor, the non-conformance of this indicator is closed and will be observed during the next surveillance assessment (ASA-2.1) focusing to the CPO and PK shipment contract agreement validity.

**Verified by** : **Octo H.P.N. Nainggolan**

|   |  |                        |                               |
|---|--|------------------------|-------------------------------|
| <b>NCR No.</b>  | <b>SC-2018-02</b>  | <b>Issued by</b>       | <b>Octo H.P.N. Nainggolan</b> |
| <b>Date Issued</b>  | <b>17 May 2018</b>   | <b>Time Limit</b>      | <b>17 June 2018</b>           |
| <b>NC Grade</b>   | <b>Non-Conformance (Major)</b>   | <b>Date of Closing</b> | <b>6 June 2018</b>            |
| <b>Standard Ref. &amp; Requirement</b>  | <b>General Chain of Custody Requirements</b><br><br><b>5.8.2</b><br>Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed |                        |                               |
| <b>Non-Conformance Description &amp; Evidence observed :</b>  |  |                        |                               |
| <ol style="list-style-type: none"> <li>Certification Unit of Gunung Aru POM cannot showed the procedure that have been updated and there has been a thorough socialization to the workers and staff involved in the implementation of RSPO IP-MB Supply Chain</li> <li>In this special audit activity the auditor has interviews with the workers involved in the operational activities of RSPO Supply Chain IP-MB and it is known that the workers involved in the supply chain system at Gunung Aru POM have not fully understood the mechanisms in implementing the IP-MB system simultaneously.</li> </ol>   |  |                        |                               |
| <b>Objective evidence:</b>  |  |                        |                               |
| From the result of the documentation study it is known that there are 18 participants who attended the training, they are:<br>Mill Manager (1), Mill Staff (4), IT Staff (1), PSQM Staff (1), Administration Staff (1), Supervisor (10), meanwhile the mill operational activities consist of 2 shifts. The socialization shown is still in the form of SOP which is not yet updated.   |  |                        |                               |
| <b>Root Cause Analysis :</b>  |  |                        |                               |
| RSPO Supply Chain procedure have not been evaluated, so the workers & staff involved in SCCS still understand the inappropriate procedures used for implementing the IP-MB system simultaneously  |  |                        |                               |
| <b>Correction :</b>   |  |                        |                               |
| <b>5 June 2018.</b>   |  |                        |                               |
| <ol style="list-style-type: none"> <li>Gunung Aru POM showed the RSPO Supply Chian procedure socialization that have been updated for implementing the IP-MB model simultaneously to all workers that involved to supply chain:           <ul style="list-style-type: none"> <li>➤ Socialization conducted on 25 May 2018 yang by Mill Manager (Dony Alamsyah) to eight (8) participants (Head of Mill Administration, PSQM Staff, Security, Supervisor) and supported with attendance list, awaremess ,aterial and the phothographic evidences.</li> <li>➤ Socialization conducted on 30 May 2018 yang by Mill Manager (Dony Alamsyah) to eight (19) participants (Mill Assistant, SPO Officer, Security, Supervisor) and supported with attendance list, awaremess ,aterial and the phothographic evidences.</li> </ul> </li> <li>To show the understanding of RSPO Supply Chain system and IP-MB model, Certification Unit showed the the written test evidences of 22 participants involved in the implementation. The examination were modified to suit the roles of each personnel whi are incharge in thir responsibilities, yaitu:           <ol style="list-style-type: none"> <li>a) Alwan Chaniago → Laboratory Assistant</li> <li>b) Amat Suriansyah →</li> </ol> </li> </ol> |  |                        |                               |

- c) Ari Hamzah → Mill Assistant
- d) Asli Alatas → Security Head
- e) Baderi → Mill Supervisor
- f) Dede Anwar → Clarification Operator
- g) Eddy handoyo → Security member
- h) Fuad Hariadi → Security member
- i) Haris Prastowo →
- j) Hermanto Akong → Mill Asisten
- k) Julianoor → Operator
- l) Juanis → Loading Ramp Opeartor
- m) M. Nuryani → Production Administration
- n) M. Alkahar → Loading Ramp Operator
- o) Misran → Sample Boy
- p) Sadiansyah → Loading Ramp Operator
- q) Sajuri → Clarification Station Operator
- r) Serli Handayani → Safety Officer
- s) Suriansyah → PSQM Supervisor
- t) Sutaji → Head of Administration
- u) Wartono → Process Supervisor
- v) Zainal Abdin → Supervisi Proses

Available the recapitulation of the written examination result conducted with the conclusion all the participant have a good level of understanding, the result test are:

- Definition → 22 participants have a good result (B)
- Supply Chain model → 21 participants have a good result (B) dan 1 participant have a average result (C)
- Physical/document Separation Procedure → 22 participants have a good result (B)
- Shifting Model Procedure from IP to MB → 22 participants have a good result (B)
- Shifting Model Procedure from MB to IP → 19 participants have a good result (B) dan 3 participant have a average result (C)
- Production Data Recording procedure of SCCS, FFB, CSPO dan CSPK → 18 participants have a good result (B) dan 4 participant have a average result (C)

**Corrective Action :**

Conduct periodic training to the personnel involved in SCCS GAF implementation and review the SCCS procedures periodically at least once a year

**Assessor Evaluation and Conclusion :**

Based on the documentation evidences observed and showed to the auditor, the non-conformance of this indicator is closed.

**Verified by** : **Octo H.P.N. Nainggolan**



|     |  |
|-----|--|
| 4.0 | <b>CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY</b>   |
| 4.1 | <b>Formal Sign-off of Assessment Findings</b>  |
|     | <p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p style="text-align: center;">Signed on behalf of:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <p>PT Bersama Sejahtera Sakti<br/>Head of PSQM Indonesia</p>  <p><b><u>Mohammad Pirabaharan</u></b><br/>Tuesday, 12 June 2018</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari<br/>Lead Auditor</p>  <p><b><u>Octo H.P.N. Nainggolan</u></b><br/>Tuesday, 12 June 2018</p> </div> </div> |

**Appendix 1. Assessment Program**

| DATE                               | 16 – 17 May 2018  |         |
|------------------------------------|---|---------|
| Program                            | PROCESSES / CLAUSES TO BE AUDITED   | AUDITOR |
| <b>Wednesday/Rabu, 16 May 2018</b> |   |         |
| 06.00 - 08.45                      | <b>JAKARTA → BANJARMASIN</b>  | • O.N.  |
| 12.30 - 13.30                      | <b>BANJARMASIN → KOTABARU</b>   | • O.N.  |
| 13.30 – 14.30                      | <b>Kotabaru → PT Bersama Sejahtera Sakti (Gunung Aru POM)</b>   | • O.N.  |
| 15.00 – 15.30                      | <b>Opening Meeting (Gunung Aru Mill)</b>  | • O.N.  |
| 15.30 – 16.00                      | <ul style="list-style-type: none"> <li>(Re) Confirmation of scope of certification - Material Category (Identity Preserved and Mass Balance) outsourced activities, sites, employees etc</li> </ul> | • O.N.  |
| 16.00 – 16.30                      | <ul style="list-style-type: none"> <li>Management System Requirements - Procedures, Membership of RSPO, Management Representative, Document Control</li> </ul>                                      | • O.N.  |
| 16.30 – 17.00                      | <ul style="list-style-type: none"> <li>Purchasing and Goods In</li> </ul>   | • O.N.  |
| 17.00 – 17.30                      | <ul style="list-style-type: none"> <li>Production Control</li> </ul>  | • O.N.  |
| <b>Thursday/Kamis, 17 May 2018</b> |   |         |
| 08.00 – 09.30                      | <ul style="list-style-type: none"> <li><b>Field Observation of Identity Preserved &amp; Mass Balance</b></li> </ul>   | • O.N.  |
| 09.30 – 10.00                      | <ul style="list-style-type: none"> <li>Sales and Goods Out - Invoicing and delivery notes, promotional claims in accordance with RSPO rules</li> </ul>  | • O.N.  |
| 10.00 – 10.30                      | <ul style="list-style-type: none"> <li>Outsourcing Activities (If applicable)</li> </ul>  | • O.N.  |
| 10.30 – 11.00                      | <ul style="list-style-type: none"> <li>Registration on the RSPO IT System</li> </ul>  | • O.N.  |
| 11.00 – 11.30                      | <ul style="list-style-type: none"> <li>Claims - RSPO Trademark and Corporate Logo use</li> </ul>  | • O.N.  |
| 11.30 – 12.00                      | <ul style="list-style-type: none"> <li>Claims - RSPO Trademark and Corporate Logo use</li> </ul>  | • O.N.  |
| 12.00 – 14.00                      | <ul style="list-style-type: none"> <li><b>BREAK</b></li> </ul>  | • O.N.  |
| 14.00 – 15.00                      | <ul style="list-style-type: none"> <li>Auditor Review Period</li> </ul>   | • O.N.  |
| 15.30 – 16.00                      | <b>Provisional Recommendation of Supply Chain Model → Closing Meeting</b>   | • O.N.  |
| <b>Friday/Jumat, 18 May 2018</b>   |   |         |
| 05.30 – 07.00                      | <b>PT Bersama Sejahtera Sakti (Gunung Aru Mill) → Kotabaru</b>  | • O.N.  |
| 07.45 – 08.25                      | <b>KOTABARU → BAJARMASIN</b>  | • O.N.  |
| 10.00 - .....                      | <b>BANJARMASIN → JAKARTA</b>  | • O.N.  |